

Copy

**RESPONSE TO RFPS30034901600477
ALTERNATIVES TO ABORTION PROGRAM**

PROPOSED SERVICE REGIONS: 1, 3, 4, 6, 7, 9

PROPOSAL SUBMITTED BY
LUTHERAN FAMILY AND CHILDREN'S SERVICES OF MISSOURI (LFCS)

On behalf of the Pregnancy Maintenance Network (PMN) collaboration of

Catholic Charities of Kansas City-St. Joseph, Inc.
Good Shepherd Children and Family Services
Lutheran Family and Children's Services of Missouri
MBCH Children and Family Ministries

Contact Name: Christine Corcoran, MSW, LCSW
Director of Child Welfare and Regional Operations
Lutheran Family and Children's Services of Missouri
9666 Olive Boulevard, Suite 400
St. Louis, MO 63132
Direct: 314-754-2731
ChristineC@LFCS.org



STATE OF MISSOURI
OFFICE OF ADMINISTRATION
DIVISION OF PURCHASING (PURCHASING)
REQUEST FOR PROPOSAL (RFP)

SOLICITATION/OPPORTUNITY (OPP) NO.: RFPS30034901600477
TITLE: Alternatives to Abortion Program Services
ISSUE DATE: 2/17/16

REQ NO.: NR 300 30006000002
BUYER: Julie Kleffner
PHONE NO.: (573) 751-7656
E-MAIL: Julie.Kleffner@oa.mo.gov

RETURN PROPOSAL NO LATER THAN: March 29, 2016 AT 2:00 PM CENTRAL TIME (END DATE)

VENDORS ARE ENCOURAGED TO RESPOND - ELECTRONICALLY THROUGH
[HTTPS://MISSOURIBUYS.MO.GOV](https://missouribuy.mo.gov) BUT MAY RESPOND BY HARD COPY (See Mailing Instructions Below)

MAILING INSTRUCTIONS: Print or type Solicitation/OPP Number and End Date on the lower left hand corner of the envelope or package. Delivered sealed proposals must be in the Purchasing office (301 W High Street, Room 630) by the return date and time.

	(U.S. Mail)	or	(Courier Service)
RETURN PROPOSAL TO:	PURCHASING		PURCHASING
	PO BOX 809		301 WEST HIGH STREET, RM 630
	JEFFERSON CITY MO 65102-0809		JEFFERSON CITY MO 65101-1517

CONTRACT PERIOD: Effective Date of Contract through May 31, 2017

DELIVER SUPPLIES/SERVICES FOB (Free On Board) DESTINATION TO THE FOLLOWING ADDRESS:

Office of Administration
Commissioner's Office
State Capitol Building, Room 125
Jefferson City MO 65101

The vendor hereby declares understanding, agreement and certification of compliance to provide the items and/or services, at the prices quoted, in accordance with all requirements and specifications contained herein and the Terms and Conditions Request for Proposal (Revised 10/19/15). The vendor further agrees that the language of this RFP shall govern in the event of a conflict with his/her proposal. The vendor further agrees that upon receipt of an authorized purchase order from the Division of Purchasing or when a Notice of Award is signed and issued by an authorized official of the State of Missouri, a binding contract shall exist between the vendor and the State of Missouri.

SIGNATURE REQUIRED

DOING BUSINESS AS (DBA) NAME		LEGAL NAME OF ENTITY/INDIVIDUAL FILED WITH IRS FOR THIS TAX ID NO.	
MAILING ADDRESS		Lutheran Family and Children's Services of Missouri	
9666 Olive Boulevard, Suite 400		IRS FORM 999 MAILING ADDRESS	
CITY, STATE, ZIP CODE		9666 Olive Boulevard, Suite 400	
Saint Louis, Missouri 63132-3025		CITY, STATE, ZIP CODE	
		Saint Louis, Missouri 63132-3025	

CONTACT PERSON		EMAIL ADDRESS	
Christine Corcoran		christinec@lfc.org	
PHONE NUMBER		FAX NUMBER	
314-787-5100, ext. 2731		314-785-7307	
TAXPAYER ID NUMBER (TIN)	TAXPAYER ID (TIN) TYPE (CHECK ONE)	VENDOR NUMBER (IF KNOWN)	
43-0652650	<input checked="" type="checkbox"/> FEIN <input type="checkbox"/> SSN		
VENDOR TAX FILING TYPE WITH IRS (CHECK ONE)			
<input type="checkbox"/> Corporation <input type="checkbox"/> Individual <input type="checkbox"/> State/Local Government <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietor <input checked="" type="checkbox"/> IRS Tax-Exempt			
AUTHORIZED SIGNATURE		DATE	
		February 29, 2016	
PRINTED NAME		TITLE	
Alan Erdman		President/CEO	

Table of Contents

Cover page	1
RFP signature page	2
Table of Contents	3
Vendor Qualification	4-6
Exhibit A. Certification	5
IRS Letter – Lutheran Family and Children's Services	6
Cost	7-13
Pricing Pages regions 1, 3, 4, 6, 7, 9	8-13
Vendor's Experience, Reliability and Expertise of Personnel	14-73
Exhibit B. Vendor Information	15-20
Exhibit C. Certification	21
Exhibit D. Current/Prior Experience	22-35
Exhibit E. Expertise of Key Personnel	36-73
Proposed Method of Performance	74-95
Exhibit F. Method of Performance*	75-92
Organizational Chart	92
Exhibit G. Implementation Plan	93
Exhibit H. Client Scenario	94-95
MBE/WBE Participation	96
Exhibit I. & Exhibit J.	n/a
Miscellaneous Information	97-105
Exhibit K. Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization and Documentation (4)	98-101
Exhibit L. Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion Lower Tier Covered Transaction	102
Exhibit M. Miscellaneous Information	103-104
Including Certificate of Good Standing	105
*Exhibit F. Attachments (Prenatal/Parenting Training Handouts)	106-144


Vendor Qualification

EXHIBIT ACERTIFICATION REGARDING COMPLIANCE WITH SECTION 188.325, RSMO

Regarding performing, inducing, or assisting in the performing or inducing of or referring for abortions

The vendor certifies, by submission of the proposal and by signing below, that the vendor is not an organization, or an affiliate of organizations, that "perform or induce, assist in the performing or inducing of or refer for abortions".

Alan Erdman, President CEO Lutheran Family and Children's Services of Missouri
Name and Title of Authorized Representative


Signature

February 29, 2016
Date



Department of the Treasury
Internal Revenue Service

P.O. Box 2508, Room 4010
Cincinnati OH 45201

In reply refer to: 4077589886
Feb. 27, 2015 LTR 4167C 0
43-0652650 000000 00

00037675

BODC: TE

LUTHERAN FAMILY AND CHILDRENS
SERVICES OF MISSOURI
9666 OLIVE BLVD STE 400
SAINT LOUIS MO 63132

027913

Employer Identification Number: 43-0652650
Group Exemption Number: 9385
Person to Contact: Mr. Schatz
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Jan. 20, 2015, request for information about your tax-exempt status.

Our records indicate that you were issued a determination letter in April 1957, and that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Based on the information supplied, we recognized the subordinates named on the list you submitted as exempt from Federal income tax under section 501(c)(3) of the Code.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106 and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Tamera Ripperda
Director, Exempt Organizations

Cost

GEOGRAPHIC REGION 1		
Item #	Description	Pricing
PROFESSIONAL CASE MANAGEMENT		
1	Face-to-Face Professional Case Management	\$ <u>60</u> firm, fixed price per hour
2	Home Visit Professional Case Management	\$ <u>60</u> firm, fixed price per hour
3	Non Face-to-Face Professional Case Management	\$ <u>30</u> firm, fixed price per hour
NON-PROFESSIONAL CASE MANAGEMENT		
4	Face-to-Face Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
5	Home Visit Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
6	Non Face-to-Face Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
PRENATAL PARENT EDUCATION AND PARENTING SKILLS TRAINING		
7	Prenatal Parent Education and Parenting Skills Training/Classes, per individual client	\$ <u>60</u> firm, fixed price per hour, per client
8	Prenatal Parent Education and Parenting Skills Training/Classes, more than one client in a group setting	\$ <u>25</u> firm, fixed price per hour, per group
ESTABLISHING AND PROMOTING RESPONSIBLE PATERNITY TRAINING		
9	Establishing and Promoting Responsible Paternity Training/Classes, per individual client	\$ <u>60</u> firm, fixed price per hour, per client
10	Establishing and Promoting Responsible Paternity Training/Classes, more than one client in a group setting	\$ <u>25</u> firm, fixed price per hour, per group
HOUSING		
11	Residential Care	\$ <u>100</u> firm, fixed price per day (maximum \$100)
12	Emergency Shelter Housing	\$ <u>60</u> firm, fixed price per day (maximum \$60)
13	Housing Assistance	\$ <u>500</u> guaranteed not-to-exceed price per client, per month (maximum \$600)
ADMINISTRATIVE COST		
14	Administrative Cost	<u>7</u> % firm, fixed percentage (maximum 8%)

GEOGRAPHIC REGION 3		
Item #	Description	Pricing
PROFESSIONAL CASE MANAGEMENT		
29	Face-to-Face Professional Case Management	\$ <u>60</u> firm, fixed price per hour
30	Home Visit Professional Case Management	\$ <u>60</u> firm, fixed price per hour
31	Non Face-to-Face Professional Case Management	\$ <u>30</u> firm, fixed price per hour
NON-PROFESSIONAL CASE MANAGEMENT		
32	Face-to-Face Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
33	Home Visit Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
34	Non Face-to-Face Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
PRENATAL PARENT EDUCATION AND PARENTING SKILLS TRAINING		
35	Prenatal Parent Education and Parenting Skills Training/Classes, per individual client	\$ <u>60</u> firm, fixed price per hour, per client
36	Prenatal Parent Education and Parenting Skills Training/Classes, more than one client in a group setting	\$ <u>25</u> firm, fixed price per hour, per group
ESTABLISHING AND PROMOTING RESPONSIBLE PATERNITY TRAINING		
37	Establishing and Promoting Responsible Paternity Training/Classes, per individual client	\$ <u>60</u> firm, fixed price per hour, per client
38	Establishing and Promoting Responsible Paternity Training/Classes, more than one client in a group setting	\$ <u>25</u> firm, fixed price per hour, per group
HOUSING		
39	Residential Care	\$ <u>100</u> firm, fixed price per day (maximum \$100)
40	Emergency Shelter Housing	\$ <u>60</u> firm, fixed price per day (maximum \$60)
41	Housing Assistance	\$ <u>500</u> guaranteed not-to-exceed price per client, per month (maximum \$600)
ADMINISTRATIVE COST		
42	Administrative Cost	<u>7</u> % firm, fixed percentage (maximum 8%)

GEOGRAPHIC REGION 4		
Item #	Description	Pricing
PROFESSIONAL CASE MANAGEMENT		
43	Face-to-Face Professional Case Management	\$ <u>60</u> firm, fixed price per hour
44	Home Visit Professional Case Management	\$ <u>60</u> firm, fixed price per hour
45	Non Face-to-Face Professional Case Management	\$ <u>30</u> firm, fixed price per hour
NON-PROFESSIONAL CASE MANAGEMENT		
46	Face-to-Face Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
47	Home Visit Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
48	Non Face-to-Face Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
PRENATAL PARENT EDUCATION AND PARENTING SKILLS TRAINING		
49	Prenatal Parent Education and Parenting Skills Training/Classes, per individual client	\$ <u>60</u> firm, fixed price per hour, per client
50	Prenatal Parent Education and Parenting Skills Training/Classes, more than one client in a group setting	\$ <u>25</u> firm, fixed price per hour, per group
ESTABLISHING AND PROMOTING RESPONSIBLE PATERNITY TRAINING		
51	Establishing and Promoting Responsible Paternity Training/Classes, per individual client	\$ <u>60</u> firm, fixed price per hour, per client
52	Establishing and Promoting Responsible Paternity Training/Classes, more than one client in a group setting	\$ <u>25</u> firm, fixed price per hour, per group
HOUSING		
53	Residential Care	\$ <u>100</u> firm, fixed price per day (maximum \$100)
54	Emergency Shelter Housing	\$ <u>60</u> firm, fixed price per day (maximum \$60)
55	Housing Assistance	\$ <u>500</u> guaranteed not-to-exceed price per client, per month (maximum \$600)
ADMINISTRATIVE COST		
56	Administrative Cost	<u>7</u> % firm, fixed percentage (maximum 8%)

GEOGRAPHIC REGION 6		
Item #	Description	Pricing
PROFESSIONAL CASE MANAGEMENT		
71	Face-to-Face Professional Case Management	\$ <u>60</u> firm, fixed price per hour
72	Home Visit Professional Case Management	\$ <u>60</u> firm, fixed price per hour
73	Non Face-to-Face Professional Case Management	\$ <u>30</u> firm, fixed price per hour
NON-PROFESSIONAL CASE MANAGEMENT		
74	Face-to-Face Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
75	Home Visit Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
76	Non Face-to-Face Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
PRENATAL PARENT EDUCATION AND PARENTING SKILLS TRAINING		
77	Prenatal Parent Education and Parenting Skills Training/Classes, per individual client	\$ <u>60</u> firm, fixed price per hour, per client
78	Prenatal Parent Education and Parenting Skills Training/Classes, more than one client in a group setting	\$ <u>25</u> firm, fixed price per hour, per group
ESTABLISHING AND PROMOTING RESPONSIBLE PATERNITY TRAINING		
79	Establishing and Promoting Responsible Paternity Training/Classes, per individual client	\$ <u>60</u> firm, fixed price per hour, per client
80	Establishing and Promoting Responsible Paternity Training/Classes, more than one client in a group setting	\$ <u>25</u> firm, fixed price per hour, per group
HOUSING		
81	Residential Care	\$ <u>100</u> firm, fixed price per day (maximum \$100)
82	Emergency Shelter Housing	\$ <u>60</u> firm, fixed price per day (maximum \$60)
83	Housing Assistance	\$ <u>500</u> guaranteed not-to-exceed price per client, per month (maximum \$600)
ADMINISTRATIVE COST		
84	Administrative Cost	<u>7</u> % firm, fixed percentage (maximum 8%)

GEOGRAPHIC REGION 7		
Item #	Description	Pricing
PROFESSIONAL CASE MANAGEMENT		
85	Face-to-Face Professional Case Management	\$ <u>60</u> firm, fixed price per hour
86	Home Visit Professional Case Management	\$ <u>60</u> firm, fixed price per hour
87	Non Face-to-Face Professional Case Management	\$ <u>30</u> firm, fixed price per hour
NON-PROFESSIONAL CASE MANAGEMENT		
88	Face-to-Face Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
89	Home Visit Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
90	Non Face-to-Face Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
PRENATAL PARENT EDUCATION AND PARENTING SKILLS TRAINING		
91	Prenatal Parent Education and Parenting Skills Training/Classes, per individual client	\$ <u>60</u> firm, fixed price per hour, per client
92	Prenatal Parent Education and Parenting Skills Training/Classes, more than one client in a group setting	\$ <u>25</u> firm, fixed price per hour, per group
ESTABLISHING AND PROMOTING RESPONSIBLE PATERNITY TRAINING		
93	Establishing and Promoting Responsible Paternity Training/Classes, per individual client	\$ <u>60</u> firm, fixed price per hour, per client
94	Establishing and Promoting Responsible Paternity Training/Classes, more than one client in a group setting	\$ <u>25</u> firm, fixed price per hour, per group
HOUSING		
95	Residential Care	\$ <u>100</u> firm, fixed price per day (maximum \$100)
96	Emergency Shelter Housing	\$ <u>60</u> firm, fixed price per day (maximum \$60)
97	Housing Assistance	\$ <u>500</u> guaranteed not-to-exceed price per client, per month (maximum \$600)
ADMINISTRATIVE COST		
98	Administrative Cost	<u>7</u> % firm, fixed percentage (maximum 8%)

GEOGRAPHIC REGION 9		
Item #	Description	Pricing
PROFESSIONAL CASE MANAGEMENT		
113	Face-to-Face Professional Case Management	\$ <u>60</u> firm, fixed price per hour
114	Home Visit Professional Case Management	\$ <u>60</u> firm, fixed price per hour
115	Non Face-to-Face Professional Case Management	\$ <u>30</u> firm, fixed price per hour
NON-PROFESSIONAL CASE MANAGEMENT		
116	Face-to-Face Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
117	Home Visit Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
118	Non Face-to-Face Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
PRENATAL PARENT EDUCATION AND PARENTING SKILLS TRAINING		
119	Prenatal Parent Education and Parenting Skills Training/Classes, per individual client	\$ <u>60</u> firm, fixed price per hour, per client
120	Prenatal Parent Education and Parenting Skills Training/Classes, more than one client in a group setting	\$ <u>25</u> firm, fixed price per hour, per group
ESTABLISHING AND PROMOTING RESPONSIBLE PATERNITY TRAINING		
121	Establishing and Promoting Responsible Paternity Training/Classes, per individual client	\$ <u>60</u> firm, fixed price per hour, per client
122	Establishing and Promoting Responsible Paternity Training/Classes, more than one client in a group setting	\$ <u>25</u> firm, fixed price per hour, per group
HOUSING		
123	Residential Care	\$ <u>100</u> firm, fixed price per day (maximum \$100)
124	Emergency Shelter Housing	\$ <u>60</u> firm, fixed price per day (maximum \$60)
125	Housing Assistance	\$ <u>500</u> guaranteed not-to-exceed price per client, per month (maximum \$600)
ADMINISTRATIVE COST		
126	Administrative Cost	<u>7</u> % firm, fixed percentage (maximum 8 %)

**Vendor's
Experience,
Reliability and
Expertise of
Personnel**

EXHIBIT B**VENDOR INFORMATION**

The vendor should provide the following information about the vendor's organization:

1. **Provide a brief company history, including the founding date and number of years in business as currently constituted.**

Lutheran Family and Children's Services of Missouri (LFCS) traces its history back 148 years. What began as an orphans' home in 1868 transformed into an incorporated social service agency in the 1960's. LFCS first obtained a Child-Placing license in 1962, shortly after that process became available. The agency's current structure and Certificate of Incorporation is dated February 13, 1964. Currently, LFCS has 210 employees. Offices include sites in the greater St. Louis area, Cape Girardeau, Springfield, and Columbia, and offices in St. Charles, Union and Jefferson City.

2. **Describe the nature of the vendor's business, type of services performed, etc. Identify the vendor's website address, if any.**

Lutheran Family and Children's Services of Missouri has agreed to take the lead in responding to RFPS30034901600477 on behalf of the Adoption and Foster Care Coalition of Missouri (AFCC), which is a current service provider of Alternatives to Abortion services through contract with the Office of Administration. The AFCC will be dissolving upon completion of the current Alternatives to Abortion contract. The advocacy portion of the AFCC has been absorbed by the Missouri Coalition of Children's Agencies, which left the primary role of AFCC the maintenance and provision of the Alternatives to Abortion funds through the Pregnancy Maintenance Network (PMN). It was determined that it would be more effective for the existing partners to continue to provide services with LFCS serving as the lead agency. The four agencies that make up the PMN are Lutheran Family and Children's Services of Missouri, Catholic Charities of Kansas City-St. Joseph, Inc., Good Shepherd Children and Family Services, and MBCH Children and Family Ministries. These agencies provide counseling, support and direct services for pregnant women, so they can achieve a healthy outcome for both themselves and their children. The Pregnancy Maintenance Network (PMN) has provided services under the ATA contract since its inception in the mid-nineties. The partner agencies of the PMN are described below.

Lutheran Family and Children's Services of Missouri provides pregnancy counseling, foster care, adoption, mentoring, child care and disaster response programs. As a multi-program social agency, LFCS programs focus on providing children, individuals, and families greater hope and resources to live a full and productive life. Program services strive to strengthen families, prevent and treat the results of abuse and neglect, and support mental health. LFCS serves hundreds of pregnant and newly parenting women across Missouri each year. In order to do that, the agency engages in effective community partnerships and successfully administers state and local service contracts. LFCS staff provide comprehensive case management, direct assistance, relevant external referrals, and evidence-based family-strengthening strategies, to affect healthy outcomes.

Lutheran Family and Children's Services of Missouri website: www.lfcsmo.org

Since 1879, **Catholic Charities of Kansas City - St. Joseph, Inc. (CC-KC)**, has touched the lives of thousands of individuals and families by providing social services regardless of race, gender, economic or religious background. Catholic Charities provides adoption services, services to pregnant women, foster care, teen community awareness, mental health services, education and training, community services, homeless prevention, financial stability, foreclosure intervention and senior care services. While the organization is driven by Catholic Social Teachings, approximately 75% of the people served by Catholic Charities are not of Catholic faith.

Catholic Charities of Kansas City – St. Joseph website: www.catholiccharities-kcsj.org/

Good Shepherd Children and Family Services (GS) is a non-profit organization that provides a continuum of services for children and families. Licensed to provide child placing services as well as residential care-- specifically a maternity residential program for pregnant and parenting young women which offers family focus when applicable. GS has a full foster care program providing case management and resource development. The Expectant Parent program offers counseling and case management services for women of all ages who need support around their pregnancy. Adoption programming provides screening, assessment, placement and post placement services for adoptive families.

Good Shepherd Children and Family Services website: www.goodshepherdstl.org

MBCH Children and Family Ministries has served countless numbers of children and families since 1886 through its residential programs. In more recent years, the agency has greatly expanded its community-based services. Residential services include therapeutic group homes and transitional living (both group home and scattered sites), a maternity home, a home for developmentally disabled adults, and human trafficking rescue (adults and minors). Community-based services include family reunification services, family foster care (case management), treatment foster care, adoption services, foster care services, relative/kinship care services, respite care services, training and assessments for foster and/or adoptive parents, and in home pregnancy services.

MBCH Children and Family Ministries website: www.mbchcfm.org

3. Provide a list of and a short summary of information regarding the vendor's current contracts for similar services.

The Pregnancy Maintenance Network agencies hold a number of contracts for various social services. They are described below.

Alternatives to Abortion (ATA) contract: This contract is administered by the Missouri Office of Administration. The Adoption and Foster Care Coalition (AFCC) holds the contract and Lutheran Family and Children's Services of Missouri, Catholic Charities KC-St. Joseph, Good Shepherd Children and Family Services, and MBCH Children and Family Ministries are subcontractors under AFCC. Services have been provided under this contract since 1997.

Contract held by AFCC; Lutheran Family and Children's Services of Missouri, Catholic Charities Kansas City-St. Joseph, Good Shepherd Children and Family Services, and MBCH Children and Family Ministries are subcontractors.

Foster Care Adoption Resource Services contract: Lutheran Family and Children's Services holds the contract with the Children's Division. This contract includes training and assessment for prospective foster and adoptive families referred by the state agency. Services have been provided under this contract and its predecessors since the mid 1990s. MBCH provides resources through the Foster Care/Adoption Resource Services, Training, and Consultation contract for many circuits statewide, and particularly in the Southeast area.

Contract held by Lutheran Family and Children's Services of Missouri with subcontractor Good Shepherd Children and Family Services; MBCH also holds the contract.

Recruitment, Licensure/Approval, & Retention of Missouri Resource Homes: This is a pilot contract awarded to Cornerstones of Care to provide services for the recruitment, recommendation for licensure/approval, and maintenance/retention of resource homes for children in Children's Division custody.

Contract: MBCH Children and Family Ministries is a subcontractor of Cornerstones of Care.

Nurturing Kids and Nurturing Teens contracts: Lutheran Family and Children's Services and Good Shepherd Children and Family Services both hold contracts with the St. Louis County Children's Service Fund. The contract services are to offer education, case management, counseling and guidance to families toward achieving a stable home environment. Services have been provided under this contract since August 2010, when the first awards were made.

Contracts held by Lutheran Family and Children's Services and Good Shepherd Children and Family Services.

Intensive Family Reunification Services (IFRS): MBCH Children and Family Ministries was awarded the Intensive Family Reunification Services contract in southwest Missouri and began offering service in 2007. MBCH CFM has one case manager assigned to this program. This program has had excellent outcomes and resulted in the continuous success of numerous families.

Contract held by MBCH Children and Family Ministries.

Performance Based Foster Care Case Management contract:

The purpose of the Foster Care Case Management program is to serve children, birth parents, relatives, and adoptive parents. The agency provides all case management activities for the children and families assigned by the Children's Division. Such services include but are not limited to crisis intervention, placement services and supervision, referrals and authorizations for services through community providers, permanency planning, court testimony, facilitation of parent/child and sibling visits, and all other activities associated with foster care case management. In addition, agencies may recruit, train, and license foster/adoptive homes. The goal of the program is to find safe, stable, and permanent homes for children.

Contract held by Our Little Haven Service Agency. Lutheran Family and Children's Services of Missouri and Good Shepherd Children and Family Services are two of the subcontractors.

Contract held by Missouri Alliance for Children and Families, Cornerstones of Care. MBCH Children and Family Ministries is a member agency of MACF and provides services under this contract. MBCH Children and Family Ministries is a subcontractor of Cornerstones of Care for this work.

Residential Services: Therapeutic group home services are provided on MBCH's Byrne Campus (Kansas City area), and the Hutchens Campus (Mount Vernon). Emergency shelter services are also provided at these same locations through contract with the Children's Division.

Contract held by MBCH Children and Family Ministries.

Transitional Living Program Contract: Transitional living services are provided through the Transitional Living Program Contract with the state of Missouri in southwest Missouri with two group homes on the Hutchens Campus and ten apartments for scattered site services in Springfield. The Lowe-Frillman campus in St. Louis has one group home and two apartments.

Contract held by MBCH Children and Family Ministries.

TurnAround Program: The purpose of the TurnAround Program is to provide support for families of incarcerated individuals and offer a new start for persons leaving prison including case management, emergency assistance, and help with re-integration needs such as birth certificate/ID cards, clothing, and employment and treatment referrals. The program serves 200+ clients per year.

Contract held by Catholic Charities Kansas City-St. Joseph.

4. List, identify, provide reasons for each contract/client gained and lost in the past two (2) years.

Regarding contracts gained by the Pregnancy Maintenance Network member agencies, the St. Louis County Children's Service Fund awarded Lutheran Family and Children's Services (LFCS) and Good Shepherd (GS) with contracts for the Nurturing Kids and Nurturing Teens programs in 2015. The Foster Care Adoption Resource contract was awarded to LFCS with an effective date of October 2009 and GS is a subcontractor of LFCS for that state contract. Catholic Charities Kansas City -St. Joseph (CC-KC) maintains contracts that can be renewed annually with MHDC, Shelter Plus Care, Missouri Office of Administration, HUD and SSVF. In the past two years, CC-KC has gained 2 contracts with the Department of Corrections, one with the Department of Labor, one with Missouri's Children's Trust Fund, one with the Missouri Housing Trust Fund and several with Department of Housing and Urban Development. Several CC-KC contracts ended with the Department of Corrections and City/County/State HPRP projects. LFCS did not apply for the most recent Crisis Care contracts.

5. In the table below, indicate if the vendor is a not-for-profit entity that promotes one or more of the following four (4) purposes established by Congress under 42 U.S.C. Section 601 of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996. If a not-for-profit entity, describe past experience relative to the four (4) purposes.

Not-for-profit entity that promotes one or more of the following (4) purposes: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Purposes Identify specific information about experience:	Clearly identify and describe the experience
Providing assistance to needy families so that children may be cared for in their own homes or in the homes of relatives	All of the agencies providing services under this contract and others target families who are living in poverty and are at risk for child abuse and neglect. The majority of services are provided in the home. Our case management services are designed to assist families in maintaining their children in their homes.
Ending the dependence of needy parents on	Our treatment planning with parents focuses on

government benefits by promoting job preparation, work, and marriage	increasing education and job related skills so that parents can adequately provide for their children through viable and ongoing employment.
Preventing and reducing the incidence of out-of-wedlock pregnancies and establish annual numerical goals for preventing and reducing the incidence of these pregnancies	All of our programs discuss the risks of HIV, STI's and unplanned pregnancies. In addition to this, the pregnancy program discusses the importance of birth spacing.
Encouraging the formation and maintenance of two-parent families	The importance of father involvement is strongly encouraged, and the fathers are provided services when requested.

6. Describe the structure of the organization including any board of directors, partners, top departmental management, corporate organization, corporate trade affiliations, any parent/subsidiary affiliations with other firms, etc.

Lutheran Family and Children's Services of Missouri is a not for profit 501(c)(3) organization and has agreed to take a leadership role in coordinating the network of providers who deliver services. Agencies working with LFCS to provide services include Catholic Charities, Good Shepherd and MBCH Children and Family Ministries.

Lutheran Family and Children's Services of Missouri is governed by a 36-member Board of Directors. Four (4) Regional Advisory Committees also work to advance the mission of LFCS around the state. The agency's Senior Management Team consists of the President/CEO, Vice President of Finance, Vice President of Programs, Vice President of Development, Director of Human Resources and the Director of School Counseling and Disaster Response.

Catholic Charities is a private, non-profit organization governed by a board of directors. The Chief Officers of the agency are Chief Executive Officer, Chief Operating Officer, Chief Financial Officer and Chief Human Resource Officer.

Good Shepherd is a member agency of the Catholic Charities Federation of Agencies, Archdiocese of St. Louis. The agency is governed by a Board of Directors consisting of 20 volunteers. The executive team includes an Executive Director and Directors of Community Services, Treatment Services, Business and Development.

MBCH Children and Family Ministries has a 17- member board of trustees with a primary purpose of developing, implementing, maintaining, supporting, and providing services and programs for the care of children and youth, and adults with impairments, and to provide preventive and redemptive services and programs for children, parents, and families. The board meets on a quarterly basis and also reports quarterly to the board of trustees of Missouri Baptist Children's Home (the parent corporation).

The administrative staff of MBCH Children and Family Ministries consists of President and Treasurer, Vice President and Regional Vice President. There are six program directors.

7. Provide a list summarizing any pending or final legal proceedings involving you or your company that took place in any court of law, administrative tribunal or alternative dispute resolution process that was filed, settled or gone to final judgment within the last three (3) years. The summary need

not disclose confidential information of a disputed allegation of fact or law, but must contain the allegations made and/or contested or findings of the court of law, tribunal or dispute resolution process. Failure to provide a full and accurate summary of legal proceedings may result in rejection of the proposal or termination of any subsequent contract.

Former Employee v. Catholic Charities of Kansas City-St. Joseph, Inc., Case filed in December 2015, in the Circuit Court of Jackson County, Missouri. The Plaintiff alleges that Catholic Charities violated the Missouri Minimum Wage Law by failing to pay the employee overtime pay to which the employee claims to be entitled. Catholic Charities denies these allegations and intends to vigorously defend this lawsuit, although its Answer to the Petition is not yet due.

EXHIBIT CCERTIFICATION REGARDING EXEMPTION FROM INCOME TAXATION

The vendor certifies, by submission of the proposal and by signing below, that the vendor is "exempt from income taxation pursuant to the United States Internal Revenue Code".

Alan Erdman, President/CEO Lutheran Family and Children's Services of Missouri
Name and Title of Authorized Representative


Signature

February 29, 2016
Date

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>Lutheran Family & Children's Services of Missouri</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	Office of Administration
Address of Reference Company/Client:	Commissioner's Office State Capitol Building, Room 125 Jefferson City, MO 65101
Reference Contact Person Name, Phone #, and E-mail:	Emily Kraft Phone: 573.751.8502 - Fax: 573.751.1212 Emily.Kraft@oa.mo.gov
Title/Name of Service/Contract	Alternatives to Abortion
Dates of Service/Contract:	1998-Present
If service/contract has terminated, specify reason:	
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	Between 400-500 pregnant women are served by LFCS annually. The award to provide services to these women and their children for FY '12 was \$569,193 with a total award of \$1,658,257.87 for contract ERS17509001.
Size of Service/Contract (in terms of vendor's total amount of business)	Close to 95%
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	LFCS of Missouri provides services through subcontracts with CCKC, MBCH, and GS through the Pregnancy Maintenance Network (PMN). Network members provide services to women during their pregnancy and up to one year following the birth. Through PMN, case management and other support services are provided to pregnant and newly parenting women. The expected child, the infant, the mother, father and other family members also receive services. GS provides these services in the greater St Louis area, CCKC in the Kansas City and Northwest region, while MBCH and LFCS provide these services throughout MO.
Personnel Assigned to Service/Contract (include position title):	Christine Corcoran, MSW, LCSW, LFCS Director of Child Welfare and Regional Operations; Kristen Setterlund, MSW, LCSW, LFCS Program Manager, ATA Liason; Teresa Hayner, MSW, LCSW, Director of Operations at Good Shepherd; Von Hulin, MSW, ACSW, LCSW, Director of Community Based Programs at MBCH; Jamie Batschke, MA Ed., BSW, Program Manager of Services to Young Families at CCKC

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>Lutheran Family & Children's Services of Missouri</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	Spaulding for Children
Address of Reference Company/Client:	16250 Northland Drive, Suite 120 Southfield MI 48075
Reference Contact Person Name, Phone #, and E-mail Address:	Patricia, Hannah or Kris Henneman 248-395-8893, phannah@spaulding.org or khenneman@spaulding.org
Title/Name of Service/Contract	Infant Adoption Training Awareness Program
Dates of Service/Contract:	Services provided from 2-10-05 to present
If service/contract has terminated, specify reason:	Department of Health and Human Services' did not renew funding for the Infant Adoption Awareness Training Program.
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	From 2005-2011, annually served 300-900 health care professionals with annual budgets between \$101,500 and \$165,000. Federal cuts for 2011-2013 have reduced contract to approximately 100 professionals with annual budgets of approximately \$35,000
Size of Service/Contract (in terms of vendor's total amount of business)	5-8%
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	LFCS recruits, trains and coordinates social work professionals in the State of Missouri to provide training on a Federally approved curriculum "Understanding Infant Adoption." LFCS is the lead agency for this federally funded contract as awarded to Spaulding, providing administrative oversight to staff and subcontractors, as well as outreach, recruitment, scheduling, coordination and training under the oversight of Spaulding.
Personnel Assigned to Service/Contract (include position title):	Michelle Studer, LCSW, ACSW, Coordinator, Infant Adoption Training Initiative Janice Scheurer, LCSW, Director, Child Welfare Program

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>Lutheran Family and Children's Services</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	St. Louis Partners Foster Care Coalition
Address of Reference Company/Client:	4316 Lindell, St. Louis, MO 63108
Reference Contact Person Name, Phone #, and E-mail Address:	Michael Fitzgerald 314-533-2229x284 mfitzgerald@ourlittlehaven.org
Title/Name of Service/Contract	Foster Care Case Management Contract
Dates of Service/Contract:	2005 to present
If service/contract has terminated, specify reason:	N/A
Size of Service such as: <input checked="" type="checkbox"/> Number of Individuals Being Served <input checked="" type="checkbox"/> Total Annual Value/Volume	LFCS serves an average of 98 children and their families on an annual basis.
Size of Service/Contract (in terms of vendor's total amount of business)	FY2017 budget projects \$1.1 million in revenue which is approximately 38% of the child welfare budget.
Description of Services Performed, such as: <input checked="" type="checkbox"/> Population Served <input checked="" type="checkbox"/> Type of Services Performed <input checked="" type="checkbox"/> Geographic Area Served <input checked="" type="checkbox"/> Vendor's specific duties and strategic objective	We serve children removed from their parents due to abuse and neglect and placed in the custody of the state agency. We provide case management services to the child and family with a focus on achieving permanency. In addition, our service includes the development of kinship, foster and adoptive families to care for the children we serve. We work in the St. Louis City, St. Louis County, St. Charles County and Franklin County.
Personnel Assigned to Service/Contract (include position title):	Christine Corcoran, Director of Child Welfare, Debbie Wolf, Director of Foster Care Case Management; Our staff includes 2 supervisors and 8 front line staff.

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>Lutheran Family and Children's Services</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	St. Louis County Children's Services Fund
Address of Reference Company/Client:	222 S. Meramec Avenue Suite 202 Clayton, MO 63105
Reference Contact Person Name, Phone #, and E-mail Address:	Samantha Stangl 314-615-5864 SStangl@stlouisco.com
Title/Name of Service/Contract	Nurturing Kids/Nurturing Teens
Dates of Service/Contract:	2010 to present
If service/contract has terminated, specify reason:	N/A
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	LFCS serves an average of 300 clients per year.
Size of Service/Contract (in terms of vendor's total amount of business)	FY2017 budget projects \$156,000 in revenue.
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	We serve pregnant and parenting teens; in addition, we serve families with children aged 0 to 5 at risk of child abuse or neglect. We provide case management, counseling, and parenting skill development. Our goals include a healthy pregnancy outcome, enhanced knowledge of parenting skills and protecting children from abuse and neglect thereby preventing placement outside the home.
Personnel Assigned to Service/Contract (include position title):	Christine Corcoran, Director of Child Welfare, Kristen Setterlund Program Manager; Our staff includes 3 front line staff.

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>Lutheran Family and Children's Services</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	Springfield Partners Foster Care Coalition
Address of Reference Company/Client:	PREFERRED FAMILY HEALTHCARE INC 1111 S GLENSTONE AVE PO BOX 1277 SPRINGFIELD MO 65801-1277
Reference Contact Person Name, Phone #, and E-mail Address:	Marilyn Nolan, CEO 417-425-5221 mnolan@pfh.org
Title/Name of Service/Contract	Foster Care Case Management Contract
Dates of Service/Contract:	2008 to present
If service/contract has terminated, specify reason:	N/A
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	LFCS serves an average 150 foster families per year.
Size of Service/Contract (in terms of vendor's total amount of business)	FY2017 budget projects \$525,000 in revenue.
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	We serve children removed from their parents due to abuse and neglect and placed in the custody of the state agency. We provide case management services to the child and family with a focus on achieving permanency. In addition, our service includes the development of kinship, foster and adoptive families to care for the children we serve. We work in Greene County.
Personnel Assigned to Service/Contract (include position title):	Christine Corcoran, Director of Child Welfare, Laura Farmer, Regional Director; Our staff includes 3 front line staff.

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>Lutheran Family and Children's Services</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	Franklin County Children and Families Community Resource Board
Address of Reference Company/Client:	
Reference Contact Person Name, Phone #, and E-mail Address:	Annie Schulte 314-540-5451 fccrboard@gmail.com
Title/Name of Service/Contract	Nurturing Kids/Nurturing Teens
Dates of Service/Contract:	2009 to present
If service/contract has terminated, specify reason:	N/A
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	LFCS serves an average of 50 clients per year.
Size of Service/Contract (in terms of vendor's total amount of business)	FY2017 budget projects \$81,000 in revenue.
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	We serve pregnant and parenting teens; in addition, we serve families with children aged 0 to 5 at risk of child abuse or neglect. We provide case management, counseling, and parenting skill development. Our goals include a healthy pregnancy outcome, enhanced knowledge of parenting skills and protecting children from abuse and neglect thereby preventing placement outside the home.
Personnel Assigned to Service/Contract (include position title):	Christine Corcoran, Director of Child Welfare, Kristen Setterlund Program Manager; Our staff includes 2 front line staff.

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>Catholic Charities of Kansas City-St. Joseph</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	Children's Trust Fund of Missouri
Address of Reference Company/Client:	301 W High Street PO Box 1641 Jefferson City, MO 65101 Jefferson City, MO 65102
Reference Contact Person Name, Phone #, and E-mail:	Laura Malzner 573-751-6511 laura.malzner@oa.mo.gov
Title/Name of Service/Contract	Services for Young Families: Family Strengthening and Crisis Intervention
Dates of Service/Contract:	July 1, 2015-present
If service/contract has terminated, specify reason:	N/A
Size of Service such as: ✓ Number of Individuals Served ✓ Total Annual Value/Volume	The goal is to serve 90 parents; 70 children. At the six month milestone; the agency had served 144 parents and 74 children.
Size of Service/Contract (in terms of vendor's total amount of business)	Less than 1% (specifically .27%) of the agency's total budget
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	<p>The Children's Trust Fund of Missouri is focused on general child abuse and neglect prevention and has funded Catholic Charities of Kansas City-St. Joseph to help support safe, nurturing environments for children and families.</p> <p>The target population serviced is at-risk low/moderate income families living in/around the Kansas City and St. Joseph metro areas. A majority of the families are led by single mothers, including mothers with reduced educational attainment (11th grade or below) and annual incomes below \$7,000. These families have high risk for excessive household stress and exacerbated risk for child abuse/neglect.</p> <p>Catholic Charities of Kansas City-St. Joseph staff work with clients to attain improvement in three main areas: (1) increasing parenting skills, knowledge, and confidence; (2) strengthening household resilience and resources; and (3) decreasing both immediate and longer-term barriers to stability and wellbeing. Services include case management, parenting education, child development assessments and emergency assistance.</p>
Personnel Assigned to Service/Contract (include position title):	Jamie Batschke, Program Manager Angela Zahner Shipley, Family Development Specialist Marianne Brachman, Family Development Specialist Kimberly Barnes, Family Development Specialist Kenyetta Canady, Family Development Specialist

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>Catholic Charities of Kansas City-St. Joseph</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	Jackson County Children's Division
Address of Reference Company/Client:	615 E. 13 th Street, Kansas City, MO 64106
Reference Contact Person Name, Phone #, and E-mail Address:	Tanya Keys, Regional Director 615 E. 13 th Street, Kansas City, MO 64106 (816) 889-2475 Tanya.keys@dss.mo.gov
Title/Name of Service/Contract	Foster Care/Adoption Case Management Performance Based Contract
Dates of Service/Contract:	2005-2012
If service/contract has terminated, specify reason:	Catholic Charities entered into a partnership with Crittenton Children's Center called Family Advocates and was awarded the contract. Crittenton decided they wanted to go into the next contract without the partnership.
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	Awarded amount- 87 cases \$428,860
Size of Service/Contract	87 awarded cases- 100% of total services
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	Catholic Charities of Kansas City-St. Joseph served children, birth parents, relatives, and adoptive parents through the Performance Based Foster Care Case Management Contract. The agency provided all case management activities for the children and families assigned by the Children's Division in Jackson, Andrew, Buchanan, and Clay counties. Such services included but were not limited to crisis intervention, placement services and supervision, referrals and authorizations for services through community providers, permanency planning, court testimony, facilitation of parent/child and sibling visits, and all other activities associated with foster care case management. In addition, Catholic Charities recruited, trained, and licensed foster and adoptive homes. The goal of the Catholic Charities Foster Care program was to find safe, stable, and permanent homes for children.
Personnel Assigned to Service/Contract (include position title):	Jarrod Sanderson- Director of Children and Family Services Mark Churchill- Assistance Director of Family Services Shawntae Jones- Program Manager Valerie Jones-Administrative Assistant Jessica Thompson, Alicia Falter, Jody McCready, Ann Restituto, Cassie Byfield, Heather Hughes- case managers

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>Catholic Charities of Kansas City-St. Joseph</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	Buchanan County Children's Division
Address of Reference Company/Client:	525 Jules, Room 127, St. Joseph, MO 64501
Reference Contact Person Name, Phone #, and E-mail Address:	Joey Thompson, Circuit Manager, 5 th Circuit 525 Jules, Room 127 Saint Joseph, MO 64501 (816) 387-2010
Title/Name of Service/Contract	Foster Care/Adoption Case Management Performance Based Contract
Dates of Service/Contract:	2005-2012
If service/contract has terminated, specify reason:	Catholic Charities entered into a partnership with Crittenton Children's Center called Family Advocates and was awarded the contract. Crittenton decided they wanted to go into the next contract without the partnership.
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	Awarded amount- 87 cases \$428,860
Size of Service/Contract	87 awarded cases- 100% of total services
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	Catholic Charities of Kansas City-St. Joseph served children, birth parents, relatives, and adoptive parents through the Performance Based Foster Care Case Management Contract. The agency provided all case management activities for the children and families assigned by the Children's Division in Jackson, Andrew, Buchanan, and Clay counties. Such services included but were not limited to crisis intervention, placement services and supervision, referrals and authorizations for services through community providers, permanency planning, court testimony, facilitation of parent/child and sibling visits, and all other activities associated with foster care case management. In addition, Catholic Charities recruited, trained, and licensed foster and adoptive homes. The goal of the Catholic Charities Foster Care program is to find safe, stable, and permanent homes for children.
Personnel Assigned to Service/Contract (include position title):	Jarrod Sanderson- Director of Children and Family Services Mark Churchill- Assistance Director of Family Services Shawntae Jones- Program Manager Valerie Jones-Administrative Assistant Tracey Mauna-Ridle, Kayla Acklin, Kate O'Flaherty, Jessica Thompson, Alicia Falter, Jody McCready, Ann Restituto, Cassie Byfield, Heather Hughes- case managers

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>Catholic Charities of Kansas City-St. Joseph</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	Buchanan County Family Court
Address of Reference Company/Client:	411 Jules, St. Joseph, MO 64501
Reference Contact Person Name, Phone #, and E-mail Address:	Chris Huffman, Director, CA/N unit 411 Jules Saint Joseph, MO 64501 (816) 271-1421 Chris.Huffman@courts.mo.gov
Title/Name of Service/Contract	Foster Care/Adoption Case Management Performance Based Contract
Dates of Service/Contract:	2005-2012
If service/contract has terminated, specify reason:	Catholic Charities entered into a partnership with Crittenton Children's Center called Family Advocates and was awarded the contract. Crittenton decided they wanted to go into the next contract without the partnership.
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	Awarded amount- 87 cases \$428,860
Size of Service/Contract	87 awarded cases- 100% of total services
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	Catholic Charities of Kansas City-St. Joseph served children, birth parents, relatives, and adoptive parents through the Performance Based Foster Care Case Management Contract. The agency provided all case management activities for the children and families assigned by the Children's Division in Jackson, Andrew, Buchanan, and Clay counties. Such services included but were not limited to crisis intervention, placement services and supervision, referrals and authorizations for services through community providers, permanency planning, court testimony, facilitation of parent/child and sibling visits, and all other activities associated with foster care case management. In addition, Catholic Charities recruited, trained, and licensed foster and adoptive homes. The goal of the Catholic Charities Foster Care program is to find safe, stable, and permanent homes for children.
Personnel Assigned to Service/Contract (include position title):	Jarrod Sanderson- Director of Children and Family Services Mark Churchill- Assistance Director of Family Services Shawntae Jones- Program Manager Valerie Jones-Administrative Assistant Tracey Mauna-Ridle, Kayla Acklin, Kate O'Flaherty, Jessica Thompson, Alicia Falter, Jody McCreedy, Ann Restituto, Cassie Byfield, Heather Hughes- case managers

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: Good Shepherd Children and Family Services (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	St. Louis Partners Foster Care Consortium
Address of Reference Company/Client:	4316 Lindell, St. Louis, Mo 63108
Reference Contact Person Name, Phone #, and E-mail Address:	Michael Fitzgerald; CEO 314-533-2229 x284; mfitzgerald@ourlittlehaven.org
Title/Name of Service/Contract	Foster Care Case Management Contract
Dates of Service/Contract:	2005 to present
If service/contract has terminated, specify reason:	N/A
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	Good Shepherd serves an average of 150 children and their families on an annual basis.
Size of Service/Contract (in terms of vendor's total amount of business)	FY2017 budget projects 1.5 million in revenue which is approximately 37% of the total agency budget
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	We serve children removed from their parents due to abuse and neglect and placed in the custody of the state agency. We provide case management services to the child and family with a focus on achieving permanency. In addition, our service includes the development of kinship, foster and adoptive families to care for the children we serve. We work in St. Louis City, St. Louis County and Jefferson County.
Personnel Assigned to Service/Contract (include position title):	Teresa Hayner; Director of Community Services; Mary Thome; Director of Foster Care; Our staff includes 2 Foster Care Supervisors; 1 Resource Development Supervisor and 18 Front line staff.

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: Good Shepherd Children and Family Services (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	St. Louis County Children's Service Fund
Address of Reference Company/Client:	222 S. Meramec Avenue; Suite 202 Clayton, Mo. 63105
Reference Contact Person Name, Phone #, and E-mail Address:	Stangl, Samantha 314-615-5864 <SStangl@stlouisco.com>
Title/Name of Service/Contract	Nurturing Kids/Nurturing Teens
Dates of Service/Contract:	Current contract is for 1/01/2016 through 12/31/2016; Consistently funded under this grant since August 2010.
If service/contract has terminated, specify reason:	N/A
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	Our current contract is for approximately \$525,000 annually. We project serving 35 women and their children in the community based expectant parent program and 50 teen parents and their children in the maternity shelter program.
Size of Service/Contract (in terms of vendor's total amount of business)	Approximately 12% of total agency budget
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	We serve pregnant and parenting teens; in addition, we serve families with children aged 0 to 10 at risk of abuse or neglect. We provide Case management, counseling, and parenting skill development. With our teen clients, we provide shelter. Geographic area served is limited to St. Louis County. Our goals include a healthy pregnancy outcome, enhanced knowledge of parenting skills and protecting children from abuse or neglect thereby preventing placement outside the home.
Personnel Assigned to Service/Contract (include position title):	Kathy Fowler, Director of Treatment Services and Teresa Hayner, Director of Community Services.

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>MBCH Children and Family Ministries</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	Missouri Alliance for Children and Families
Address of Reference Company/Client:	PO Box 104265 Jefferson City, MO 65110
Reference Contact Person Name, Phone #, and E-mail Address:	LeAnn Haslag, (573)556-8090 lhaslag@ma-cf.org
Title/Name of Service/Contract	Foster Care Case Management and Family Resource Development
Dates of Service/Contract:	September 1, 2005 to Present
If service/contract has terminated, specify reason:	N/A
Size of Service such as: <input checked="" type="checkbox"/> Number of Individuals Being Served <input checked="" type="checkbox"/> Total Annual Value/Volume	Base caseload of 352 120 in St. Louis, 102 in Joplin, 130 in Springfield
Size of Service/Contract (in terms of vendor's total amount of business)	13%
Description of Services Performed, such as: <input checked="" type="checkbox"/> Population Served <input checked="" type="checkbox"/> Type of Services Performed <input checked="" type="checkbox"/> Geographic Area Served <input checked="" type="checkbox"/> Vendor's specific duties and strategic objective	Foster Care Case Management and Resource Development services for children and families in the St. Louis area, Central MO, and Southwest MO.
Personnel Assigned to Service/Contract (include position title):	David Burch, Regional Visce President Kristy Ogden, Program Director Von Hulin, Program Director

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>MBCH Children and Family Ministries</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	Children's Division- Phelps County
Address of Reference Company/Client:	1111 Kingshighway, Suite A, Rolla, MO
Reference Contact Person Name, Phone #, and E-mail Address:	Alisha Otis, 573-368-2426, Alisha.g.otis@dss.mo.gov
Title/Name of Service/Contract	Foster Care Adoption Resource Services
Dates of Service/Contract:	2009 to present
If service/contract has terminated, specify reason:	N/A
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	\$13,440
Size of Service/Contract (in terms of vendor's total amount of business)	Less than 1%
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	STARS and Spaulding Classes, Module Classes, and Home Studies for Foster and Adoptive Families in the region.
Personnel Assigned to Service/Contract (include position title):	Jennifer Garland, MSW, LCSW, Pregnancy Services Supervisor

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Director</u>	
Name of Person:	Christine Corcoran
Educational Degree (s): include college or university, major, and dates	University of Missouri Columbia, Bachelors degree December 1990 University of Missouri Columbia, Masters in Social Work degree May 1996
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Licensed Clinical Social Worker, License Number 005449, expiration Sept. 2017. Licensed since 1997
Specialized Training Completed.	Motivational Interviewing, Trauma informed service delivery, Nurturing Parenting Program
# of years experience in area of service proposed to provide:	24 years
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Christine is the director of child welfare for Lutheran Family and Children's Services. She has worked for LFCS for 12 years and oversees all of the child welfare programs and services, including the Alternatives to Abortion contract.
Describe this person's responsibilities over the past 12 months.	Supervising and directing all of the child welfare programs, including pregnancy and parenting case management services
Previous employer(s), positions, and dates	Division of Family Services from June 1991-December 2002, various positions including Investigator, Children's Services Worker II, Children's Services Specialist, Program Development Specialist, Unit Manager, Assistant Deputy Director for foster care and adoption
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Christine has participated in a variety of classes and training in child development including the evidenced based parenting curriculum, Nurturing Parents (2010), Children's Trust Fund Protective Factors training (2013)
✓ Family/marital counseling	Christine saw couples and families in therapy in her MSW practicum experience in 1995 and has attending a variety of workshops and trainings over the years in counseling interventions.
✓ Social work	Christine has a Masters in Social Work and has worked delivering micro and macro social work services for 24 years.
✓ Case management	Christine began her career delivering case management services to children and families where child abuse and neglect was identified. Christine worked with families in which children were removed from their homes due to CA/N from 1991-2002. Christine also worked with foster and adoptive families for over 24 years in her roles with the State and Lutheran Family and Children's Services.
✓ Program administration	Christine began administering programs for the State of Missouri in the areas of foster care and adoption in 1994 and has continued to administer programs throughout her career in various capacities through State, local, federal and grant funding.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: Program Manager/ATA Liaison	
Name of Person:	Kristen Setterlund
Educational Degree (s): include college or university, major, and dates	Bachelor of Social Work, University of Missouri-Columbia, 2005 Master of Social Worker, University of Missouri-Columbia, 2006
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Licensed Clinical Social Worker, #2011016940, Expires 9/30/16
Specialized Training Completed.	Nurturing Parenting Program Facilitator ASIST (Applied Suicide Intervention Skills Training) Infant Adoption Training Initiative Trainer
# of years experience in area of service proposed to provide:	10 years of experience
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee, 10 years
Describe this person's responsibilities over the past 12 months.	Provide counseling and case management services to pregnant and parenting women and their families. Supervise five staff in the St. Louis region who provide counseling and case management services to clients. Assist in the implementation of the Alternatives to Abortion program, addressing billing concerns and serving as a liaison between staff and the contract manager.
Previous employer(s), positions, and dates	Missouri Girls Town, Practicum Student, 2004 Lutheran Family and Children's Services (LFCS) Practicum Student, 2006 Camp Noah Program Lead Coordinator with LFCS in 2006
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Nurturing Parenting Facilitator since 2010. Continue attending trainings specific to child development.
✓ Family/marital counseling	Provide pregnancy counseling, which includes family members and counseling regarding relationships.
✓ Social work	Obtained BSW in 2005 and MSW in 2006. Became a LCSW in 2011 and began practicing social work at Lutheran Family and Children's Services in 2006.
✓ Case management	Provide case management services to clients currently enrolled in services at LFCS. Began providing case management in 2006.
✓ Program administration	Became the lead pregnancy counseling worker for the LFCS office in St. Louis in 2012. Became program manager in 2015.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: Professional Case Manager	
Name of Person:	Linda Downey
Educational Degree (s): include college or university, major, and dates	MSW; University of Missouri St. Louis 2013
License(s)/Certification(s), #(s), expiration date(s), if applicable:	LMSW License #2014007561 Expires 9/30/2017
Specialized Training Completed.	Nurturing Parenting Program Facilitator ASIST (Applied Suicide Intervention Skills Training) Infant Adoption Training Initiative Trainer
# of years experience in area of service proposed to provide:	7 years experience
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee, 7 years
Describe this person's responsibilities over the past 12 months.	Provide counseling and case management services to pregnant and parenting families.
Previous employer(s), positions, and dates	Behavioral Health Response, Crisis Line and Suicide Lifeline Counselor (intern), August 2013-December 2013
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Nurturing Parenting Facilitator since 2010; Continue to attend trainings specific to child development.
✓ Family/marital counseling	Provide pregnancy counseling and family counseling to current clients and have been since 2008 with LFCS.
✓ Social work	Obtained BSW in May 2008; MSW December 2013; Currently have LMSW and working on LCSW. Have been practicing social work since 2008 at Lutheran Family and Children's Services.
✓ Case management	Provide case management services to clients currently enrolled in program. Have been providing case management services (referrals to appropriate resources, education, etc.) since 2008 at LFCS.
✓ Program administration	Completed Nurturing Parenting Program Facilitator training in 2010; Have been administrating PMN program and Nurturing Kids program with LFCS since 2008.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: Professional Case Manager	
Name of Person:	Stephanie Ford
Educational Degree (s): include college or university, major, and dates	Masters in Social Work, Saint Louis University, Social Work, Dec.2015
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Missouri LMSW, Certification #2015044584, Exp. 09/30/17
Specialized Training Completed.	
# of years experience in area of service proposed to provide:	1
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee, less than 1 year
Describe this person's responsibilities over the past 12 months.	Provide effective counseling, advocacy, and case management to client population with semi complex and complex issues, establish and maintain appropriate, current community networks and interactions, provide consultation and input to leadership for program, attend continued education and staffings in accordance with licensing standards.
Previous employer(s), positions, and dates	Christian Hospital, Pharmacy Technician II, 11/2011-01/2016
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Social Work intern, 05/2014-08/2014. Hilltop Child Development Center Completed Head start assessments, provided case management for families in need, observe children ages 2-5 during play
✓ Family/marital counseling	
✓ Social work	Social Work intern, 08/2014-05/2015. Saint Louis Public Schools. Provide social/emotional support during school hours, provide mental health referrals, provide resources for basic needs, home visits, make attendance phone calls and referrals to St. Louis City court, co-facilitate classroom guidance lessons, respond to crisis situations
✓ Case management	
✓ Program administration	

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Anna Franz
Educational Degree (s): include college or university, major, and dates	Missouri Baptist University, Bachelors in Human Services and Psychology, 2004-2008 Missouri Baptist University, Masters in Counseling, 2010-2011
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Licensed Professional Counselor, License #2013044073, expiration: June 30, 2017
Specialized Training Completed.	Training in the Nurturing Skills for Families curriculum, Motivational Interviewing Training, Child Abuse and Neglect Training
# of years experience in area of service proposed to provide:	3 years, 4 months
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee, 3 years and 4 months
Describe this person's responsibilities over the past 12 months.	In the last 12 months this employee's responsibilities have been to provide direct case management and pregnancy counseling to clients' one on one and primarily in the client's home. These services have included pregnancy counseling regarding the options of parenting and adoption as well as on relationship issues and support systems. These services have also focused on connecting clients with needed resources, helping with goal setting and planning and parenting education.
Previous employer(s), positions, and dates	Missouri Department of Social Services, Children's Division, Children's Service Worker, 2009-2010 Missouri Department of Social Services, Division of Youth Services, Youth Service Worker, 2012
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Nanny: 2004-2008; Private nanny for a family with three young children. Teacher at a childcare center: 2008-2009; Primary teacher in a classroom of typically six to twelve two year old children. Worker has administered the Nurturing Skills for Families curriculum directly with clients at Lutheran Family and Children's Services from 2012-2016.
✓ Family/marital counseling	Trained in Introduction to Family Systems Theory and Practice, November 28, 2012 offered by the St. Louis University School of Social Work.
✓ Social work	
✓ Case management	Working as direct service staff in case management for over five years combined for both the state of Missouri and Lutheran Family and Children's Services between 2009-2016.
✓ Program administration	

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: Professional Case Manager	
Name of Person:	Hannah Woods
Educational Degree (s): include college or university, major, and dates	Master of Social Work- University of Missouri-St. Louis Aug 2012- Dec 2014
License(s)/Certification(s), #(s), expiration date(s), if applicable:	LMSW #2015020169
Specialized Training Completed.	Perinatal Mood Disorder certificate training, 2015
# of years experience in area of service proposed to provide:	2 years
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee- 1 year
Describe this person's responsibilities over the past 12 months.	Provided counseling, advocacy, and case management services to individuals and families in program
Previous employer(s), positions, and dates	HavenHouse St. Louis: Family Support Coordinator- March 2009-Dec 2013 Ronald McDonald House: Relief Staff- June 2008- June 2012
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Early childhood development provider at LFCS. Provides parenting education and information on child development to parents in program. Jan 2015- present
✓ Family/marital counseling	Provided individual counseling to clients in LFCS program as birth parent counselor. Jan 2015- present
✓ Social work	Provided comprehensive social work services from 2009-present as Family Support Coordinator, MSW intern, and Social Worker.
✓ Case management	Provided case management to oncology patients as MSW intern at St. Louis Children's Hospital in 2014. Provided case management to individuals and families at LFCS as Social Worker from Jan 2015- present.
✓ Program administration	As Family Support Coordinator, developed and implemented graduate level social work intern program during 2011-2013 at HavenHouse St. Louis.

EXHIBIT E
EXPERTISE OF KEY PERSONNEL

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Program Manager</u>	
Name of Person:	Leisa Y. Blissett
Educational Degree (s): include college or university, major, and dates	Southeast Missouri State University, Bachelors of Science degree May 1997; University of Missouri Columbia, Masters in Social Work degree December 2003
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Licensed Master Social Worker; license # 2015021423
Specialized Training Completed.	Children & Families; Crisis Pregnancy; Train the Trainer Understanding Infant Adoption/Infant Adoption Training Initiative; Motivational Interviewing; Trauma Focused CBT; Mental Health Services/Crisis Intervention; Co-Occurring Disorders: Diagnosis and Treatment; Sexual abuse/trauma; Children with Special Needs
# of years experience in area of service proposed to provide:	19 years working with children, families, & individuals experience in mental health, abuse/neglect, unplanned/crisis pregnancy,
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Regional Director of Southeast Missouri for Lutheran Family and Children's Services. She has worked for LFCS a total of 6 years. 5 years as a child welfare worker as a Pregnancy Counselor Worker and an Adoption Specialist. Taught community based Abstinence Only Classes to youth in various settings. Employed with another agency for approximately 7 years. Leisa returned to LFCS 1 year ago.
Describe this person's responsibilities over the past 12 months.	Supervising and directing ALL programs in the southeast office includes child welfare programs, Older Adult Services, Assisted Custody Exchange & Supervised Visitation Programs. Maintain relations with community, professional social service, and church constituencies. Operate regional office within approved budgetary guidelines and maintain an active and effective advisory board.
Previous employer(s), positions, and dates	Community Counseling Center Children's Services Supervisor 2008-15; Pyramid Home Health Services Medical Social Worker; 2007-08; Lutheran Family Children's Services Social Worker II 2004-09
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Bachelors and Masters in Social Work; Participated in a variety of classes and training in child development. Formal training and experience working with infants and young children at Parents as Teachers, Missouri First Steps, LFCS, Head Start.
✓ Family/marital counseling	Leisa saw some couples and families in therapy in her MSW practicum experience in 2002 and has attended a variety of workshops and trainings over the years in counseling interventions.
✓ Social work	Leisa has a Bachelors and Masters in Social Work and has worked delivering micro and macro social work services.
✓ Case management	Bachelors and Masters in Social Work. Her career consisted of delivering case management services to children and families through Head start, contractual work through Missouri Children's Division. Leisa also worked with Pregnancy Counseling and Case Management, Lutheran Family and Children's Services, 2004-2009.
✓ Program administration	Leisa is Director at LFCS 2/15-present

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Evelyn Beussink
Educational Degree (s): include college or university, major, and dates	University of Missouri – Columbia, BA in Psychology 1996 University of Southern Mississippi, MS in Counseling Psychology, 1998
License(s)/Certification(s), #(s), expiration date(s), if applicable:	MO Licensed Professional Counselor exp. 6/30/17 License NO 2001022327
Specialized Training Completed.	-Train the Trainer Understanding Infant Adoption/Infant Adoption Training Initiative -Train the Trainer STARS and SPAULDING -motivational interviewing -training in safe sleep for infants -Parenting training: Love and Logic training, Train the Trainer Family Wellness – Survival Skills for Families, Redirecting Children's Behavior, Nurturing Parenting -Adoption trainings: attachment, transracial adoption, infertility, grief and loss, The Lifecycle of Adoption, embryo adoption -various substance abuse trainings -various supervisory trainings
# of years experience in area of service proposed to provide:	12 years of experience in pregnancy counseling and case management Additional 5 years of experience in mental health working with children, families, and individuals
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee of Lutheran Family and Children's Services for 12 years
Describe this person's responsibilities over the past 12 months.	-Pregnancy counseling and case management -Adoption counseling with pregnant women and potential adoptive families -assisting the Director in administrative responsibilities
Previous employer(s), positions, and dates	Community Counseling Center, Cape Girardeau MO, 3/99 – 12/03 The Guidance Center, Murfreesboro TN 8/98 – 2/99
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	-Pregnancy Counseling and Case Management, Lutheran Family and Children's Services, 12/03 to present -Child and Family Therapist, Community Counseling Center, 3/99 – 12/03 -Protective Services Therapist, The Guidance Center, 8/98 – 2/99
✓ Family/marital counseling	-Child and Family Therapist, Community Counseling Center, 3/99 – 12/03 -Protective Services Therapist, The Guidance Center, 8/98 – 2/99
✓ Social work	-Pregnancy Counseling and Case Management, Lutheran Family and Children's Services, 12/03 to present -Child and Family Therapist, Community Counseling Center, 3/99 – 12/03 -Protective Services Therapist, The Guidance Center, 8/98 – 2/99
✓ Case management	-Pregnancy Counseling and Case Management, Lutheran Family and Children's Services, 12/03 to present
✓ Program administration	-Director, Lutheran Family and Children's Services Southeast office, 1/13 – 2/15 -Assistant Director, LFCS, 2/15 to present

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: Professional Case Manager	
Name of Person:	Amy S. L. Kiehne, M.A., L.P.C.
Educational Degree (s): include college or university, major, and dates	Bachelor of Arts in Psychology, Westminster College, May 1995 Master of Arts in Educational and Counseling Psychology, University of Missouri-Columbia, August 1997
License(s)/Certification(s), #(s), expiration date(s), if applicable:	MO Licensed Professional Counselor #2001008309, Expiring June 30, 2017
Specialized Training Completed.	Crisis pregnancy counseling, adoption, crisis counseling/emergency intervention for mental health, sexual abuse/trauma, domestic violence, career counseling, case management (resource management)
# of years experience in area of service proposed to provide:	5 years' experience in crisis pregnancy counseling/adoption
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Part-time employee
Describe this person's responsibilities over the past 12 months.	Intake and assessment of clients, counseling and support, case management through home and office visits
Previous employer(s), positions, and dates	Community Counseling Center, Emergency Services Therapist and Children/Family Therapist 2000-2004 Synergy Services, Children/Family Therapist 1998-2000
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	BA & MA education, formal training and experience at LFCS working with infants and young children
✓ Family/marital counseling	BA & MA education, formal training and experience at Synergy Services, Community Counseling Center (see above for dates)
✓ Social work	Skills and experience learned from BA & MA education, previous and current employers
✓ Case management	Skills and experience learned from BA & MA education, previous and current employers
✓ Program administration	Synergy Services: worked independently in School-based counseling, domestic violence, and individual/family counseling practice in Ray County, MO; was responsible for reporting all outcomes to grant provider LFCS: work independently in crisis pregnancy counseling program in Perry County, MO; responsible for reporting all outcomes as well as grant application and management for grant provider

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Program Manager</u>	
Name of Person:	Heather Wall-Williamson
Educational Degree (s): include college or university, major, and dates	Bellevue University: Bachelor's Degree (1998) University of Nebraska at Omaha: Masters of Counseling Degree (2001)
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Licensed Professional Counselor #2014034069 (Missouri) Certified Reciprocal Alcohol Drug Counselor #8413 (Missouri)
Specialized Training Completed.	Nurturing Parenting Skills, SAFE, CPI, TF-CBT, Trauma Informed Care, CPP, Substance Use
# of years experience in area of service proposed to provide:	17 years of experience in the field of behavioral health: Case management, Therapy, Program coordination, Substance use treatment, Director
Describe person's relationship to vendor. If employee, # of years.	Been employed by LFC since September 22, 2014 at the Regional director of the Columbia office
Describe this person's responsibilities over the past 12 months.	<ul style="list-style-type: none"> • Provide direction, leadership and supervision of day-to-day operations, ensuring high quality program services from clinical staff. • Supervise and support regional office staff. • Operate regional office within approved budgetary guidelines. • Maintain effective relations with community and church constituencies • Maintain an active and effective advisory board
Previous employer(s), positions, and dates	09/2012 – 8/2014 Director of Children Services Behavioral Health Programs at Lutheran Family Services, Omaha, NE 01/2012 – 09/2012 Therapist III (LADC/LMHP) at Lutheran Family Services, Omaha, NE 12/2002-12/2011 at Uta Halee Girls Village/Cooper Village, Omaha, NE <ul style="list-style-type: none"> • Clinical Director/Supervising Practitioner (November, 2011) • Community Programs Manager (May, 2011) • Day Treatment Manager & Staff Licensure Supervision (Sept, 2009) • Therapist/Case Manager (December, 2002)
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Heather has received training and has worked with youth in early childhood throughout her work experience.
✓ Family/marital counseling	Heather has conducted family therapy while a therapist for several years. She had a few couples counseling cases during her internship at the University of Nebraska at Omaha.
✓ Social work	Master's degree in counseling and has delivered micro and macro social work services for the past 17 years
✓ Case management	As a therapist/Case Manager some of the duties included therapy, coordination, consultation, and referrals.
✓ Program administration	Began program administration work in 2009 by managing and coordinating the Day Treatment Program. She remained in administration thereafter.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: Professional Case Manager	
Name of Person:	Golena "Ann" Carlock
Educational Degree (s): include college or university, major, and dates	Masters of Social Work at Missouri University 2004 Bachelor of Social Work at Columbia College 2002
License(s)/Certification(s), #(s), expiration date(s), if applicable:	MSW
Specialized Training Completed.	Child Abuse & Neglect; Nurturing; CPI
# of years' experience in area of service proposed to provide:	10+ years
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee of Columbia office since 7-13-15
Describe this person's responsibilities over the past 12 months.	She performs case management, working with A2A Program and Nurturing. She provides parent education and connecting parentings to resources in the community. She works in a group setting with parents at least once a month. She participates in community outreach and presents on existing programs
Previous employer(s), positions, and dates	2005 – 2015 Children's Service Worker II – Children's Division, Jefferson City (Cole County) MO
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Besides attending numerous training classes over the course of her career, she has worked directly with parents and their children.
✓ Family/marital counseling	Ann has not conducted a traditional counseling session though she works families and couples using case management.
✓ Social work	Worked as a social worker the last 10 years at Children's Division.
✓ Case management	Worked for Children's Division in family-centered services.
✓ Program administration	Case management for last 10 years.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Erin Maynard, MSW, LMSW
Educational Degree (s): include college or university, major, and dates	BS Human Environmental Science-Child Development Southeast Missouri State University 2008 Master of Social Work University of Missouri Columbia 2013
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Licensed Master Social Worker # 2013031035 Exp September 30, 2016
Specialized Training Completed.	EMDR Therapy Level 1 training, Theraplay Level 1 training, Trauma Informed Care, Nurturing Parenting Program, Mental Health First Aid, Strong Parents Stable Children
# of years experience in area of service proposed to provide:	5 years
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Erin has been employed with LFCS for 1 year. Hire date 1/20/2015. Erin completed a shared time practicum at LFCS during her Master's program in the spring of 2013.
Describe this person's responsibilities over the past 12 months.	Erin assists with clients experiencing crisis pregnancies by providing pregnancy counseling as well as providing parenting education through the Nurturing Parenting Program. Erin is also a therapist in the Maternal Mental Health program providing mental health therapy services to women and children.
Previous employer(s), positions, and dates	Judevine Autism Center/Touchpoint Autism Services- Autism Specialist/Supported Employment Coordinator October 2008-February 2011 Great Circle- Therapist/Case Manager June 2013- January 2015
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Erin has a Bachelor's degree in Child Development.
✓ Family/marital counseling	Erin provided family therapy services to families during her work at Great Circle. She will also be providing family therapy as part of the Maternal Mental Health program at LFCS.
✓ Social work	Erin graduated with a Master's in Social Work in 2013 and has been providing social work services on the micro and macro level since then for families in need.
✓ Case management	Erin has provided case management services for client by connecting them to community resources and communicating and advocating for the needs of clients and families both at LFCS and Great Circle Residential Treatment Center.
✓ Program administration	Erin has not yet been able to begin program administration duties.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: Professional Case Manager	
Name of Person:	Shaileen Thompson
Educational Degree (s): include college or university, major, and dates	Bachelors in Social Work Master's in Social Work
License(s)/Certification(s), #(s), expiration date(s), if applicable:	LMSW license pending. Passed exam on 01/20/16.
Specialized Training Completed.	CPR ,CPI , Nurturing Parenting Skills, Forensic Interviewing,
# of years experience in area of service proposed to provide:	Shaileen has 16 years in the field of Social Work: Case Management, Program Coordinator, Therapist, Children's Protectives Services, Domestic Violence, College Professor, Parent Teacher Educator, Behavior Mentor and Specialist.
Describe person's relationship to vendor. If employee, # of years.	She has worked at LFCS since 7/13/2015..
Describe this person's responsibilities over the past 12 months.	She works as a social worker for PMN and Nurturing and she also work as a therapist. She provides parent education and connecting parentings to resources in the community. She also provides individual, family and couples counseling. She works in a group setting with parents at least once a month. She attends FST mtgs. She participates in community outreach and presents on existing programs.
Previous employer(s), positions, and dates	Children Protective Services In Michigan- June 2008- Sep 2014 Great Circle- Therapist- Sept 2014- April 2015 LFCS July 2015- Present
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Completing assessment for development, attending IEP and making up behavioral plans, demonstrating to parents effective ways to communicate with and discipline their children at different ages
✓ Family/marital counseling	Conducted sessions, for individuals, couples, and family also groups
✓ Social work	Taught social work classes on research, how to work with families and domestic violence, Worked in a domestic violence shelter providing case management and support groups, mentor children that were at risk, taught parenting classes, worked with families teaching them skills so they could be reunited with their children. Investigate allegations of child abuse and neglect, testified in court, wrote court reports. Supervised visit with parents and children. Assessed child safety and completed safety plans. Worked as a therapist. Worker as a program coordinator. Fundraised for event for Big Brothers and Big Sisters and Catherine Cobb Domestic Violence Shelter, Presented on being a mandate reporter. Supervise interns.
✓ Case management	Provided Case Management at a Domestic Violence Shelter, Two residential programs, Big Brother's Big Sisters, Children's Protectives Services.
✓ Program administration	Program Coordinator for Big Brothers sisters, case management, supervised mentors and mentees, Supervised staff and interns.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Andrea Pauley
Educational Degree (s): include college or university, major, and dates	Bachelors of Social Work, University of Missouri (Columbia), 8/2001 – 12/2005 Masters of Social Work, Our Lady of the Lake University (San Antonio), 3/2014-12/2015
License(s)/Certification(s), #(s), expiration date(s), if applicable:	
Specialized Training Completed.	Trauma informed service delivery, Nurturing Parenting Program, SAFE Home Study training, Mental Health First Aid, Child Abuse and Neglect
# of years experience in area of service proposed to provide:	11 years
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Andrea has been an employee of LFCS for almost 4 years (in May 2016) and did her bachelors practicum with LFCS in 2005
Describe this person's responsibilities over the past 12 months.	Andrea assists with adoptive family services, clients experiencing crisis pregnancies (adoption or parenting) and parents in the Nurturing Program.
Previous employer(s), positions, and dates	Samaritan Center (Jefferson City, MO), 2/2006 – 4/2012, Project Specialist: Coordinator of Holiday program, Free Medical Clinic, and all volunteers. University of MO Psychiatric Unit, summer of 2005, Psychiatric Aide
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Andrea completed her MSW practicum with Parents as Teachers where she learned a lot about child development. Andrea also works with parents of young children in the nurturing and pregnancy program.
✓ Family/marital counseling	Andrea provides crisis pregnancy counseling as to LFCS clients as well as to Nurturing clients.
✓ Social work	Andrea has a Masters in Social Work and has worked delivering micro and macro social work services for 11 years.
✓ Case management	Andrea did case management with medical patients during the 6.5 years at Samaritan Center and then to each client at LFCS for the past 4 years.
✓ Program administration	Andrea oversaw Holiday Program, volunteers and medical clinic at the Samaritan Center.

EXHIBIT E
EXPERTISE OF KEY PERSONNEL

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: Professional Case Manager	
Name of Person:	Sandi Robb
Educational Degree (s): include college or university, major, and dates	Missouri Valley College 2005 Bachelor of Arts Double Major in Psychology and Alcohol and Drug Studies Stephens College 2008 Master of Education in Counseling
License(s)/Certification(s), #(s), expiration date(s), if applicable:	RASAC II 2011, Expired 2013 First Aid and CPR AED 20016-2018
Specialized Training Completed.	Many trainings throughout the years in house
# of years experience in area of service proposed to provide:	10 Years
Describe person's relationship to vendor. If employee, # of years.	Sandi is a Case worker and counselor for the Pregnancy and nurturing programs at LFCS
Describe this person's responsibilities over the past 12 months.	Pregnancy and parenting case management services, and counseling services.
Previous employer(s), positions, and dates	Youth Specialist-Butterfield youth services 2004-2005 2005-2008- New Horizons- Case manager for mentally ill 2008-2012-Missouri Alliance for Children and Families-Child Welfare-Case Management 2012-2013-New Horizons-Supervisor for Case Management Services 2005-2012-McCambridge-PRN Therapist
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Sandi has participated in a variety of classes and training in child development.
✓ Family/marital counseling	Sandi assist families in crisis at LFCS and with their pregnancy's and the effects it has in the family structure. Sandi works on nurturing skills for parents with small children.
✓ Social work	Delivered micro and macro social work services for 10 years. M.Ed. from Stephens College. Worked as a therapist at McCambridge on a prn basis from 2007-2012 before that she did two internships there, one as a therapist and one as a counselors. Sandi ran several of the process groups and conducted some individual therapy.
✓ Case management	Worked in Case Management services for much of her career. Sandi started working with the severally mentally ill in 2005. Delivered intense case management to several populations including dual diagnosis. Began working in child welfare case management services in 2008 for specialized programing. In 2012 accepted a position as a supervisor of case management services for the severally mentally ill. Sandi currently provides case management for the pregnancy and nurturing programs.
✓ Program administration	Sandi was a supervisor at New Horizons in 2012.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Program Manager</u>	
Name of Person:	Laura Farmer
Educational Degree (s): include college or university, major, and dates	Missouri State University, Bachelor of Social Work degree, May 2004 University of Missouri-Columbia, Master of Social Work degree, May 2007
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Licensed Clinical Social Worker, License Number 2013021078, expiration Sept. 2016. Licensed since 2013.
Specialized Training Completed.	Family Finding, 2009; STARS, 2010; Behavioral Intervention Techniques and Strategies; 2011; Nurturing Families; 2014; SAFE Home Study, 2015; Empowered to Connect; 2015; 3, 5, 7 Grief and Loss, 2015; Trust Based Relational Intervention, 2015. Laura completes at least 30 hours of training every two years to maintain licensure.
# of years experience in area of service proposed to provide:	10 years
Describe person's relationship to vendor. If employee, # of years.	Laura has served as the Regional Director in Southwest Missouri for Lutheran Family and Children's Services since 2010.
Describe this person's responsibilities over the past 12 months.	Supervising and directing the child welfare programs provided in southwest Missouri, including Pregnancy, Parenting and Adoption Services.
Previous employer(s), positions, and dates	AmeriCorps*NCCC, Corps Member, 2004-2005; Missouri Alliance for Children and Families, Care Manager, Senior Care Manager, Care Management Supervisor, Assistant Regional Director, 2007-2010; Lutheran Family & Children's Services, 2010-Present
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Laura has participated in a variety of classes and training in child development including the evidenced based parenting curriculum, Nurturing Parents (2014). In addition, Laura became a Trust Based Relational Intervention Practitioner in 2015.
✓ Family/marital counseling	
✓ Social work	Laura has a Bachelor's and Master's degree in Social Work and is a Licensed Clinical Social Worker. She has worked in the field of social work, specifically in child welfare, for 10 years.
✓ Case management	Laura started her career in specialized case management for children in foster care (2007). She worked in case management for several years, and continues to provide supervision for the pregnancy counseling and case management services.
✓ Program administration	Laura has served as the Regional Director in Southwest Missouri for LFCS since 2010.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: Professional Case Manager	
Name of Person:	Melani Engel
Educational Degree (s): include college or university, major, and dates	Missouri State University, Master of Social Work, 2000 – 2002 Drury University, BA – Psychology, 1995 - 1999
License(s)/Certification(s), #(s), expiration date(s), if applicable:	License Clinical Social Worker, #2004034640, exp. 10/2016, Licensed since 2004
Specialized Training Completed.	Completes at least 30 hours of training every two years to maintain licensure. Notable trainings include: Adoption Learning Partners Trainings – 2005; Infant Adoption Training Initiative Trainer – 2006; Parent Empowerment: Counseling Parents in Positive Child Rearing Practices – 2007; Dr. Brazelton's Touchpoints in Development – 2007; Perinatal Mood Disorders – 2008; Early Childhood Education and Family Strengthening – 2009; Social Work Supervisory Skills (for licensure supervision) - 2009 Grief and Loss in Adoption – 2012; Hague Adoption Training – 2013; Nurturing Families - 2014; SAFE Home Study – 2015
# of years experience in area of service proposed to provide:	15 years
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Social Worker with the Pregnancy, Parenting, and Adoption Services program of LFCS for 4 years Social Worker with CCKC for 6 years also working under the Alternatives to Abortion contract
Describe this person's responsibilities over the past 12 months.	Provide effective counseling, advocacy, and case management to families experiencing crisis during pregnancy, parenting families, and those making adoption plans; Provide post adoption counseling, support group, and events to birth parents; Develop and maintain community networks; Provide consultation and leadership for the Pregnancy, Parenting, and Adoption Services program; Provide licensure supervision to licensure candidates; Provide supervision of practicum students; Provide peer mentorship and training
Previous employer(s), positions, and dates	Lutheran Family and Children's Services, Social Worker III, 2012 – present; Missouri State University, Per Course Instructor – Social Work, 2005 – present; Second Baptist Church, Early Childhood Coordinator, 2011 – 2013; Catholic Charities of Kansas City, St. Joseph, Family Development Specialist, 2004 – 2010; Ozarks Technical Community College, Per Course Instructor - Psychology, 2004 – 2011; Community Partnership of the Ozarks, Community School Based Social Worker, 2002 – 2005; Missouri State University Counseling and Testing Center, Graduate Assistant, 2001 – 2002; Family Mental Health, Targeted Case Manager, 1999 - 2000
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience

Title of Position: Professional Case Manager	
✓ Early childhood development	Provide early childhood development education to families; 2004 – current; home visitation, one on one interactions, developmental assessments; Early Childhood care coordinator at a large church; 2011 - 2013; coordinate care according to state standards, provide lessons and support to care staff; Taught Lifespan Development Course; 2005 – 2011; course instructor; Attended multiple child development trainings
✓ Family/marital counseling	✓ Provided counseling under supervision at the MSU Counseling Center; 2001 – 2002; provided counseling to a diverse student population that included marriage and family issues
✓ Social work	<ul style="list-style-type: none"> ✓ Community school based social work; 2002 – 2005; provided a wide range of support and resources to families in school attendance areas. Types of support included: resource and referrals, liaison with families and the school system, student groups, community programming, etc. • Crisis pregnancy counseling and support; 2004 – 2010, 2012 – current; provide effective counseling, advocacy, and case management to families experiencing crisis during pregnancy, parenting families, and those making adoption plans. Provide <i><u>grief and loss counseling and support services for birth parents.</u></i>
✓ Case management	✓ Targeted Case Manager for families with children with Axis I disorders and at risk of out of home placement; 1999 – 2000; home visitation, coordination of resources, and family support
✓ Program administration	<ul style="list-style-type: none"> ✓ Practicum Student Program; 2003 – 2005; Created and administered school based social work practicum student program which placed students in multiple schools across the district ✓ Early Childhood care coordinator at a large church; 2011 - 2013; coordinate care according to state standards, provide lessons and support to care staff

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: Professional Case Manager	
Name of Person:	Amanda McVicker
Educational Degree (s): include college or university, major, and dates	Missouri State University, Bachelor of Social Work degree, May 2013
License(s)/Certification(s), #(s), expiration date(s), if applicable:	N/A
Specialized Training Completed.	Nurturing Families; 2015; Empowered to Connect; 2015
# of years experience in area of service proposed to provide:	2.5 years
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Amanda has served as Social Worker I in Southwest Missouri for Lutheran Family and Children's Services since February 2014.
Describe this person's responsibilities over the past 12 months.	Providing case management support and services to women and families participating in the Pregnancy, Parenting and Adoption Services.
Previous employer(s), positions, and dates	Missouri Alliance for Children and Families, Care Manager Assistant, 2013-2014 Lutheran Family & Children's Services, 2014-Present
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Amanda has participated in a variety of classes and training in child development including the evidenced based parenting curriculum, Nurturing Parents (2015). In addition, Amanda also received training through Empowered to Connect (2015).
✓ Family/marital counseling	N/A
✓ Social work	Amanda has a Bachelor's degree in Social Work, and she has worked in the field of social work, specifically in child welfare, for 2.5 years.
✓ Case management	Amanda started her career by providing assistance in specialized case management for children in foster care (2013). Since then she has continued to provide case management services to pregnant women and families through Lutheran Family and Children's Services.
✓ Program administration	N/A

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Director</u>	
Name of Person:	Teresa Hayner
Educational Degree (s): include college or university, major, and dates	MSW; University of Illinois; 1985
License(s)/Certification(s), #(s), expiration date(s), if applicable:	LCSW , State of Missouri; # 005073
Specialized Training Completed.	20 hours of Child welfare specific training annually
# of years experience in area of service proposed to provide:	30 years of experience in child welfare programming including pregnancy counseling services
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee of Good Shepherd Children and Family Services for 20 years; Good Shepherd is a subcontractor for Lutheran Family And Children Services in the current proposal; previously subcontracted for AFCC in the provision of ATA services since the mid 1990's
Describe this person's responsibilities over the past 12 months.	Senior leadership and supervisory responsibilities for the pregnancy counseling program delivering services under the ATA contract. Also provide senior leadership for the agency Adoption and Foster Care programs.
Previous employer(s), positions, and dates	N/A
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	
✓ Family/marital counseling	
✓ Social work	LCSW since 1997
✓ Case management	Direct Service case management 1985 through 1994
✓ Program administration	Program management consistently since 1994.

EXHIBIT E
EXPERTISE OF KEY PERSONNEL

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Teresa Green
Educational Degree (s): include college or university, major, and dates	BACHELOR OF SCIENCE-SOCIAL WORK University of Missouri-St. Louis; December 2008
License(s)/Certification(s), #(s), expiration date(s), if applicable:	
Specialized Training Completed.	
# of years experience in area of service proposed to provide:	7 years
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee of Good Shepherd Children and Family Services for 6 months Good Shepherd is a subcontractor for Lutheran Family And Children Services in the current proposal; previously subcontracted for AFCC in the provision of ATA services since the mid 1990's
Describe this person's responsibilities over the past 12 months.	Teresa is responsible for linking residents to a variety of opportunities/services. To meet the resident's needs across all life domains, and coordinate the efforts of all external providers involved in the resident's life and/or care.
Previous employer(s), positions, and dates	8-2015-current Good Shepherd Children and Family Services-Case Manager; 1-2015-8-2015 Sts. Joachim and Ann Care Service-Social Worker; 9-2014-1-2015Delta Center-Independent Living Specialist; 5-2010-9-2014 Our Little Haven-Foster Care Case Manager; 1-2009-5-2010 CASA- Program Assistant
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	
✓ Family/marital counseling	
✓ Social work	2008-current Completed her internship at CASA of St. Louis County, where she had a couple of cases as a CASA. In 2009 Teresa was hired at CASA as the program assistant. In 2010 Teresa was hired at Our Little Haven as a foster care case manager. Worked with children in foster care and helped them reunify with their parents or find them permanency. Worked at Delta Center with individuals with disabilities. At Sts. Joachim and Ann Care Service, acted as the Service Advocate for homeless or in crisis families. Currently a case manager at Good Shepherd Children and Family Services Teresa for the maternity/parenting shelter.
✓ Case management	Starting in 2010 Case Management experience working as a Foster Care Case Manager at Our Little Haven. Teresa had a case load on average of about 15 children. At Delta Center the case load was about 60 individuals. At Sts. Joachim and Ann Care Service the case load was 14 families. Currently at Good Shepherd the maximum number of female residents is 14, the residents can have a maximum of two children.
✓ Program administration	

EXHIBIT E
EXPERTISE OF KEY PERSONNEL

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Kathy Fowler MA LPC
Educational Degree (s): include college or university, major, and dates	2005 Masters of Counseling ; Franciscan University of Steubenville Ohio 1999 Bachelors of Arts Education/ Elementary Education
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Licensed Professional Counselor # 2007015599 Expiration Date: 6/30/2017
Specialized Training Completed.	
# of years experience in area of service proposed to provide:	11 years
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Kathy has worked with Good Shepherd Children and Family Services 6 years first as their Residential and Maternity Therapist and currently she is the Director of Treatment Services.
Describe this person's responsibilities over the past 12 months.	Kathy oversees the day to day functioning of the transitional living and shelter care for youth ages 12 – 22 who are pregnant and/or parenting. Kathy provides clinical supervision to all clinical team members as well as oversees the compliance of the shelter in regards to accreditation standards, licensing expectations and standards relating to our federation.
Previous employer(s), positions, and dates	2010 – current : Kathy is a contracted therapist with Catholic Family Services in St. Louis Mo 2006 -2010 Kathy was the Director of Social Services for Manor Care Nursing Home and Skilled Nursing Center in Florissant Mo 2005- 2006 : Kathy was a Residential Case Manager for Marian Hall and Villa Maria in St. Louis MO
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	1999- 2004: Kathy was an Elementary School Teacher for Sts. Joachim and Ann Catholic School in St. Charles Mo. Kathy has an undergraduate degree in Elementary Education with specific classes in early childhood development.
✓ Family/marital counseling	Kathy has a variety of therapeutic experiences starting as early as 2004 – 2005 where she interned in an Adolescent Psychiatric Acute Hospital. While working there she provided individual, group and family therapy under the supervision of a Licensed Professional Counselor. In her professional roles she has provided individual , group and family therapy for 10 years. She has provided therapy to children, adolescents, adults, and older adults in end of life comfort care.
✓ Social work	2006- 2009 Kathy was the Director of Social Services at a skilled Nursing Center in Florissant Mo. Here she was responsible for patient advocacy as well as coordinating services for Senior patients and their families.

Title of Position: <u>Professional Case Manager</u>	
✓ Case management	Starting in 2005 Kathy has Case Management experience working with children in the Child Welfare System in St. Louis Mo. In her role at the Skilled Nursing Center she provided a number of case management services to patients and their families.
✓ Program administration	2010 – current: Kathy is the Director of Treatment Services at Good Shepherd Children and Family Services. In her role she is responsible for development and implementation of an annual budget, grant and contract proposals and implementation of a parenting and pregnancy teen program. Kathy provides supervision to a staff of approximately 50 staff and maintains accreditation and licensing standards within the shelter/transitional living program.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: Professional Case Manager	
Name of Person:	Colleen Mulligan
Educational Degree (s): include college or university, major, and dates	BSW at University of Central Missouri MSW student at St. Louis University
License(s)/Certification(s), #(s), expiration date(s), if applicable:	N/A
Specialized Training Completed.	Child Welfare Training, Child Welfare Trauma Training, Ethical Issues for Frontline Staff(2/4/15), Protecting God's Children(4/30/15), Using Safety Planning to Assess Risk and Manage Adults at Risk for Suicide(4/24/15), Understanding Two Americas: When Race and Poverty Divide (5/14/15), Understanding Autism Spectrum Disorders(9/16/15), Oppression: A Trauma Informed Perspective (1/20/16).
# of years experience in area of service proposed to provide:	2 ½
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee of Good Shepherd Children and Family Services for 2+ years; Good Shepherd is a subcontractor for Lutheran Family And Children Services in the current proposal
Describe this person's responsibilities over the past 12 months.	Provide professional case management and counseling to expectant parents and birth parents choosing adoption using a home visitation program model.
Previous employer(s), positions, and dates	Previous position at Good Shepherd: Foster Care Specialist
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	
✓ Family/marital counseling	
✓ Social work	BSW degree, MSW student, practicum experience with Children's Division, previous position at Good Shepherd in foster care unit.
✓ Case management	Foster care case management 12/13-11/15, expectant parent/adoption case management.
✓ Program administration	

EXHIBIT E
EXPERTISE OF KEY PERSONNEL

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: Professional Case Manager	
Name of Person:	Elizabeth Rudolph
Educational Degree (s): include college or university, major, and dates	Jefferson College, Associate of Arts, August 2004-May 2006 Southeast Missouri State University, Bachelor of Social Work, August 2006-December 2008 University of Missouri-St. Louis, Master of Social Work, August 2012-May 2015
License(s)/Certification(s), #(s), expiration date(s), if applicable:	N/A
Specialized Training Completed.	Motivational Interviewing 6/23/15; Nurturing Parenting Skills Curriculum Train the Trainer: Feb 17 – 19, 2016; Mental Health First Aid 1-22-2015; Ethical Issues for Frontline Staff 2-4-2015 The Simple and the Strategic of Communication 2-25-2015; Child Abuse and Neglect Conference 4-14-2015 and 4-15-2015; Work Place Violence 4-17-2015; Creating a Trauma Responsive Missouri 8-25-2015; Oppression: A Trauma Informed Perspective 1-20-2016; Becoming Trauma Informed-The Impact of Trauma on Children 2-26-2016
# of years experience in area of service proposed to provide:	7 years
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee of Good Shepherd Children and Family Services for eighteen months; Good Shepherd is a subcontractor for Lutheran Family And Children Services in the current proposal; previously subcontracted for AFCC in the provision of ATA services since the mid 1990's
Describe this person's responsibilities over the past 12 months.	Provide professional case management and counseling to expectant parents using a home visitation program model.
Previous employer(s), positions, and dates	State of Missouri (Jefferson County Children's Division, Children's Service Worker II, February 2009-September 2014
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	
✓ Family/marital counseling	
✓ Social work	Children's Service Worker II with the Jefferson County Children's Division from February 2009 to September 2014. Participated in several community meetings to help with the prevention of child abuse and neglect. With Good Shepherd Children and Family Services (Sept 2014 to present) I have continued as an active participant in those meetings.
✓ Case management	Children's Service Worker II with the Jefferson Co Children's Division from Feb 2009 to Sept 2014. I completed case notes and updated case files. I also complete assessments, establish goals, and conduct family support team meetings.
✓ Program administration	

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: Professional Case Manager	
Name of Person:	Angela D. Robinson
Educational Degree (s): include college or university, major, and dates	MSW-St. Louis University-1980-1982 BSW-University of MO-Columbia, MO-1975-1979
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Licensed Clinical Social Worker September 30, 2016 License number 002062
Specialized Training Completed.	Perinatal Mood and Anxiety Disorders Certificate Training: May 14 and 15, 2015 Nurturing Parenting Skills Curriculum Train the Trainer: Feb 17 – 19, 2016 Oppression: A Trauma Informed Perspective: 1/20/16 Diversity Training; 5/8/2015 Personality Disorder: Assessment and Intervention; 3/20/15 Becoming Trauma Informed-The Impact of Trauma on Children 2/26/16
# of years experience in area of service proposed to provide:	33 year
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	"Employee of Good Shepherd Children and Family Services for 33 years; Good Shepherd is a subcontractor for Lutheran Family And Children Services in the current proposal; previously subcontracted for AFCC in the provision of ATA services since the mid 1990's".
Describe this person's responsibilities over the past 12 months.	Provide professional case management and counseling to expectant parents using a home visitation program model.
Previous employer(s), positions, and dates	Youth Emergency Service 1979-1982
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	
✓ Family/marital counseling	
✓ Social work	33 years
✓ Case management	33 years
✓ Program administration	

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: Professional Case Manager	
Name of Person:	Denise D. Ward
Educational Degree (s): include college or university, major, and dates	Washington University in St. Louis: MSW 2002; University of Missouri in St. Louis: BA Sociology with Emphasis on Social Work 1977.
License(s)/Certification(s), #(s), expiration date(s), if applicable:	LCSW License No. 2006024494, Valid through 9/30/2016.
Specialized Training Completed.	Perinatal Mood and Anxiety Disorders Certificate Training: May 14 and 15, 2015; Nurturing Parenting Skills Curriculum Train the Trainer: Feb 17 – 19, 2016; Becoming Trauma Informed: The Impact of Trauma on Children, 2/26/16 (3 hrs); Nurturing Parenting Programs Facilitators Training, 2/17, 2/18, 2/19/16 (17.25 hrs); Oppression: A Trauma Informed Perspective, 1/20/16 (3 hrs); Perinatal Mood and Anxiety Disorders: Components of Care, 5/14, 5/15/15 (14.15 hrs) Diversity Training, 5/8/15 (2.5 hours); Using Safety Training to Assess Risk and Manage Adults at Risk for Suicide, 4/24/15 (3 hrs) Personality Disorders: Assessment and Intervention, 3/20/15 (3 hrs)
# of years experience in area of service proposed to provide:	37 years in social service profession, 11 ½ years in expectant parent services.
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	"Employee of Good Shepherd Children and Family Services for 11 1/2 years; Good Shepherd is a subcontractor for Lutheran Family And Children Services in the current proposal; previously subcontracted for AFCC in the provision of ATA services since the mid 1990's"
Describe this person's responsibilities over the past 12 months.	Provide professional case management and counseling to expectant parents using a home visitation program model.
Previous employer(s), positions, and dates	George Warren Brown School of Social Work at Washington University St. Louis, Director of CAC (Comorbidity and Addictions Center) 2000-2002; Urban Behavioral Healthcare Institute 1999-2000, Foster Care Case Management Supervisor; YWCA St. Louis County Head Start, Mental Health Specialist 1991; Provident Counseling, Union Electric Customer Assistance Program, Customer Assistance Counselor 1987-1991; Missouri Division of Family Services, Income Maintenance Caseworker and Child Protective Service Worker 1979-1987.
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	
✓ Family/marital counseling	
✓ Social work	From 1979 to present (See previous employer(s), positions above)
✓ Case management	Expectant Parent Social Worker from April 2004 to present; Foster Care Case Management Supervisor at Urban Behavioral Health Care Institute 1999-2000.
✓ Program administration	Director of Expectant Parent Program at Catholic Services for Children and Youth (now called Good Shepherd Children and Family Services) from April 2004 to November 2008.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Director</u>	
Name of Person:	LaVon Hulin
Educational Degree (s): include college or university, major, and dates	MSW, The Southern Baptist Theological Seminary, 1988-1991
License(s)/Certification(s), #(s), expiration date(s), if applicable:	LCSW 004472 exp. 9/30/16 ACSW
Specialized Training Completed.	Child Welfare Trauma Training, May 13-14, 2013 The 3-5-7 Model, June 12-13, 2013 Mental Health First Aid, December 18, 2013
# of years experience in area of service proposed to provide:	24 years
Describe person's relationship to vendor. If employee, # of years.	Employee of MBCH Children and Family Ministries 18 yrs. Subcontractor of vendor- Partners in the Pregnancy Maintenance Network since the late 1990's.
Describe this person's responsibilities over the past 12 months.	Oversight of Pregnancy services in Southeast MO and St. Louis region including a maternity home. Oversight of Foster care case mgt. and Family Resource Development in Southeast MO and St. Louis region.
Previous employer(s), positions, and dates	MBCH Children and Family Ministries. Program Director. January 2010-Present. Lutheran Family and Children's Services. Foster Care Supervisor, Child Welfare Director. July 2004-December 2009. Missouri Baptist Children's Home/MBCH Children and Family Ministries. Social Worker, Supervisor, Residential Director, Program Director. December 1991-July 2004. YWCA. Interim House Manager. September 1991-November 1991. Liberty House. Case Aide. February 1989-May 1991.
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Child Welfare experience and trainings over the many years.
✓ Family/marital counseling	This was done more informally through case mgt.
✓ Social work	27 years in the social work field- primarily in the Child Welfare arena. This has been both frontline and in middle management.
✓ Case management	Working in various programming for 27 years has given a vast array of case mgt. experience with a variety of populations. To name a few- pregnancy, developmentally disabled, residential group care, foster care, family resource development, homeless youth.
✓ Program administration	Oversight of pregnancy services, family resource development, foster care case management, residential, developmentally disabled group home in various combinations since 1992.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Program Manager</u>	
Name of Person:	Jennifer Garland
Educational Degree (s): include college or university, major, and dates	Master Degree-Social Work-University of Missouri-Columbia December 2006; Bachelors Degree—Social Work- Southeast Missouri State University, Cape Girardeau, Missouri May 2003
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Licensed Clinical Social Worker, 2007007218 Expires September 30, 2016
Specialized Training Completed.	Nurturing Parenting Training, Trauma Training,
# of years experience in area of service proposed to provide:	13 years
Describe person's relationship to vendor. If employee, # of years.	Employee of MBCH Children and Family Ministries for 6 years Subcontractor of the vendor
Describe this person's responsibilities over the past 12 months.	Supervise staff who provide case management to pregnant women and those parenting children birth to one year old. Provide case management to clients during worker transitions. Assist staff with learning more about adoption and alternatives to abortion.
Previous employer(s), positions, and dates	Tender Hearts Child Therapy Center, Therapist, 2006-2010 Missouri Children's Division, Children's Service Worker, 2003-2006 Community Counseling Center, Family Assistance worker 2000-2003
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	While providing therapy I received education in play therapy for young children and helped educate parenting regarding early childhood development from 2006-2010. The Nurturing Parenting curriculum used with clients currently relies heavily on helping parents understand child development.
✓ Family/marital counseling	Provided marriage counseling to clients from 2006-2010 when married couples presented to the therapy center.
✓ Social work	I have been a degreed social worker for thirteen years in May have been working in the field the entire time through the roles described above.
✓ Case management	I worked in case management from 2003-2006 with the Missouri Children's Division and have either supervised or worked in case management in my current job since 2011.
✓ Program administration	Five years of experience supervising the pregnancy services program with MBCH Children and Family Ministries from 2011-2016. Six years of experience managing the Family Resource Development team in Southeast Missouri, through MBCH Children and Family Ministries from 2010-2016.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: Professional Case Manager	
Name of Person:	Sarah Bailey
Educational Degree (s): include college or university, major, and dates	Three Rivers Community College-AA Psychology Southeast Missouri State University-BS in Psychology University of Missouri-Columbia-Masters in Social Work
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Licensed Missouri Social Worker 2012027539 9/30/17
Specialized Training Completed.	Trauma training
# of years experience in area of service proposed to provide:	Eleven years
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee of MBCH Children and Family Ministries for four years. Subcontractor of vendor.
Describe this person's responsibilities over the past 12 months.	Assessing families, completing walk through of homes, completing home studies, providing services to pregnant women, providing parenting classes and providing education to pregnant women.
Previous employer(s), positions, and dates	Bootheel Counseling Services May 2004-August 2004 Targeted Case Manager Missouri Children's Division August 2004-February 2011 Children's Service Worker II and Children Services Supervisor Preferred Hospice February 2011-December 2015 social worker MBCH Children and Family Ministries August 2012-present Family Resource Development Specialist MBCH Children and Family Ministries January 2016-present Pregnancy Services Specialist
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Children's service worker and targeted case management-I worked with preschool age children. I received several trainings during that time.
✓ Family/marital counseling	Children's service worker-trainings regarding therapy
✓ Social work	My entire career has been in social work
✓ Case management	My entire career has been as a social worker and a case manager
✓ Program administration	My career at Preferred Hospice I worked in developing a program for veterans.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: Professional Case Manager	
Name of Person:	Dorian Johnson
Educational Degree (s): include college or university, major, and dates	University of Missouri-St. Louis-(BSW) Bachelor of Social Work St. Louis Community College- (AAS) Human Services
License(s)/Certification(s), #(s), expiration date(s), if applicable:	n/a
Specialized Training Completed.	Mental Health Awareness
# of years' experience in area of service proposed to provide:	Over 7 years of experience in the field, working with at-risk youth.
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee of MBCH Children and Family Ministries for 4 months. Subcontractor of the vendor.
Describe this person's responsibilities over the past 12 months.	*Supervisory *case management
Previous employer(s), positions, and dates	Marygrove, Assistant Director of Crisis Care 02/20/2013-09/2015
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	I was able to actively secure a position with Ameri Corps, which offered a position in an elementary school setting teaching language and literacy to children of the early childhood age group.
✓ Family/marital counseling	Roughly, three years of informal case management and services offered to families enduring a crisis.
✓ Social work	I have received academic training and direct care experience that I was able to utilize over the course of seven years.
✓ Case management	I was able to provide nearly six years of case management to at-risk youth that experience homelessness.
✓ Program administration	I have held a supervisory position for nearly two years. I offered support and guidance to staff, in which I supervised more than 8 staff during this period. I also, held a position as an instructor teaching "safe crisis management" in which I was responsible for training the entire campus.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: Professional Case Manager	
Name of Person:	Valerie Sisson
Educational Degree (s): include college or university, major, and dates	Master of Social Work University of Missouri, Columbia graduated December 2009
License(s)/Certification(s), #(s), expiration date(s), if applicable:	N/A
Specialized Training Completed.	Nurturing Parenting, Childhood Trauma, Worked for Children's Division for six years
# of years experience in area of service proposed to provide:	16 years
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee of MBCH Children and Family Ministries for 5 years Subcontractor of the vendor
Describe this person's responsibilities over the past 12 months.	Working with pregnant woman to education them regarding healthy pregnancy, child development, discipline, nurturing, and prevention of child abuse and neglect.
Previous employer(s), positions, and dates	Stoddard County Children's Division November 2004 to May 2010, Counseling Concepts July 2001 to July 2004, Community Counseling Center Intensive In-home Services November 2001-January 2003, St. Francis County Children's Division June 2000 to November 2001
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Worked with children and families since graduating from college in May 2000. Specialized in child abuse and neglect and educating families on child development and identifying developmental needs and delays.
✓ Family/marital counseling	While working for Community Counseling Center I worked with families on establishing a stable home including stable relationships. I currently educate families regarding the importance of a stable environment and education families regarding domestic violence.
✓ Social work	I have been a social worker since May 2000 and have maintained employment as a social worker since graduating from Southeast Missouri State University with my bachelor in social work degree.
✓ Case management	Throughout my career I have maintained employment as a case manager including my work for the Children's Division, Counseling Concepts, Community Counseling Center.
✓ Program administration	N/A

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: Professional Case Manager	
Name of Person:	Aminah Williams
Educational Degree (s): include college or university, major, and dates	BS-PSYCHOLOGY- Lindenwood University-2002 MA-PROFESSIONAL COUNSELING-Lindenwood University-2007
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Currently in process of obtaining provisional licensure
Specialized Training Completed.	Trauma Informed Care, Suicide Prevention
# of years experience in area of service proposed to provide:	10 plus years of experience in Mental Health, Counseling, and Case Management
Describe person's relationship to vendor. If employee, # of years.	Employee of MBCH Children and Family Ministries for 6 months Subcontractor of the Vendor
Describe this person's responsibilities over the past 12 months.	Providing Case Management for Pregnant Individuals throughout St. Louis, MO and surrounding areas. Providing Counseling and Connections to Community Resources to clients in need. Assisting clients with gaining access to Community Resources, Promoting a Faith based model of Encouragement to all clients in need. Assisting clients with transportation if/when needed. Assist clients with Parenting skills, Communication, Locating Employment, Locating affordable Housing and all other facets of gaining self-sufficiency.
Previous employer(s), positions, and dates	DePaul Health Center- Behavioral Medicine-Intake Assessor/Clinician 2007-2009 Emmaus Homes-Support Coordinator-2009-2010 Behavioral Health Response-Crises Intervention Counselor-2011-2013 Family Facets-Intensive In-Home Specialist-2014-2015
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Counseling children and families (Family Facets)2014-2015 Currently educating pregnant and mothers of young children for the last six months.
✓ Family/marital counseling	Counseling and Assessment of Individuals needing assistance and support DePaul(2007-2009), BHR (2011-2013), Family Facets (2014-2015)
✓ Social work	Over 10 years of social work experience dealing with families, and involvement in distressed communities.
✓ Case management	Case Management of clients and families provided through Intensive In-Home services at Family Facets (2014-2015) Currently providing case management to pregnant clients and clients with young children.
✓ Program administration	N/A

EXHIBIT E
EXPERTISE OF KEY PERSONNEL

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Director</u>	
Name of Person:	Ashley Dooley Wohlgemuth
Educational Degree (s): include college or university, major, and dates	B.S. Business Administration, Kansas State University; 1997 M.B.A., Trinity College Dublin; 2007
License(s)/Certification(s), #(s), expiration date(s), if applicable:	
Specialized Training Completed.	CPR, 1 st aid, Trauma Informed Care, Mental Health First Aid, Diversity, Various YMCA training certifications ranging from working with youth to management to fundraising
# of years experience in area of service proposed to provide:	15 years
Describe person's relationship to vendor. If employee, # of years.	Employee of Catholic Charities of Kansas City-St. Joseph; employed for 1.5 years.
Describe this person's responsibilities over the past 12 months.	Program oversight of the following programs: children and family, adoption, financial literacy, mental health, Deaf and disability and nutrition sites. Grant writing, implementation and oversight.
Previous employer(s), positions, and dates	Executive Director, YMCA of Greater Kansas City, Feb 2011-Aug 2014; Executive Director of Camping Services, West Suburban YMCA, Oct 2007-Jan 2011; Executive Director, YMCA of Greater Salt Lake, Nov 2000-July 2006
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	As the executive director for the West Suburban YMCA, Ashley oversaw two preschool camps in 2008, 2009, and 2010. Responsibilities included camper recruitment, hiring the camp directors, conducting the all camp staff training, approving weekly camp theme, communicating with parents. As the executive director for the YMCA of Greater Kansas City, she directly managed the "Child Watch" department, which consisted of drop-in babysitting program for children 3 months – 8 years old. Responsibilities included hiring and training staff, ensuring compliance with regulations, handling parent complaints, and daily management.
✓ Family/marital counseling	
✓ Social work	At Catholic Charities, Ashley serves as the director for the agency's child placing services.
✓ Case management	
✓ Program administration	Since 2000, Ashley has served in a leadership role—primarily executive director—within nonprofit organizations. She has written, tracked and reported on grants; implemented new programs; hired, trained and fired staff; provided financial management; set strategic plans; maintained accreditations; built and maintained partnerships; etc.

EXHIBIT E
EXPERTISE OF KEY PERSONNEL

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: Program Manager	
Name of Person:	Jamie Batschke MS. Ed
Educational Degree (s): include college or university, major, and dates	Bachelors in Social Work – Saginaw Valley University- 1983 Master's in Education – St. Vincent College- 2003
License(s)/Certification(s), #(s), expiration date(s), if applicable:	CPR
Specialized Training Completed.	Trauma Informed Care, CPR, HIPPA, Suicide Awareness, Diversity, Staff Supervision and Health and Wellness for Women
# of years experience in area of service proposed to provide:	20 plus years in Human Service and Education
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee of subcontractor for seven months.
Describe this person's responsibilities over the past 12 months.	Staff Supervision for Family Development Specialists and Birthparent Coordinators. Programmatic and grant management for the following programs: Financial Literacy, Child Abuse Prevention, Alternatives to Abortion, Adoption Services
Previous employer(s), positions, and dates	St. Vincent College Prevention Projects- Community Programs Manager- 2000-2005 Alliance for a Healthier Generation- Associate Director of Field Operations - 2006-2012 Boston Public Schools- Director of Implementation- 2013-2015
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	St. Vincent College Prevention Projects- Community Programs Manager- 2000-2005- Designed parent education programs.
✓ Family/marital counseling	St. Vincent College Prevention Projects- Community Programs Manager- 2000-2005. Designed family programs and referral networks for public housing residents
✓ Social work	St. Vincent College Prevention Projects- Community Programs Manager- 2000-2005; Sexual Abuse prevention Program- YMCA- facilitator- 1987 Teen Pregnancy Prevention Task Force- Coordinator-1989; Community Programs Manager- St. Vincent College Prevention Projects-2000-2006 Alliance for a Healthier Generation- Wellness for low-come families- 2006-2012; Catholic Charities of Kansas City- St. Joe- Program management of social service initiatives
✓ Case management	St. Vincent College Prevention Projects- Community Programs Manager- 2000-2005; Catholic Charities supervision on staff- current
✓ Program administration	Teen Pregnancy Prevention Task Force- Coordinator-1989; St. Vincent College Prevention Projects- Community Programs Manager- 2000-2005 Sexual Abuse prevention Program- YMCA- facilitator- 1987; Teen Pregnancy Prevention Task Force- Coordinator-1989; Community Programs Manager- St. Vincent College Prevention Projects-2000-2006 Alliance for a Healthier Generation- Wellness for low-come families- 2006-2012; Catholic Charities of Kansas City- St. Joe- Program management of social service initiatives

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: Professional Case Manager	
Name of Person:	Marianne L. Brachman
Educational Degree (s): include college or university, major, and dates	Master's in Social Work – University of North Dakota- 1995 Bachelor's in General Studies – Roosevelt University- 1985 Master's of Science of Management –Cardinal Smith College- 1987
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Licensed Certified Social Worker- North Dakota- expires 2017
Specialized Training Completed.	Gambling Addiction, Mental Health First Aid, , CPR, HIPPA, Suicide Awareness, Diversity, Child Protection
# of years experience in area of service proposed to provide:	9 years of experience under the Alternatives to Abortion Grant
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee of subcontractor for 9 years
Describe this person's responsibilities over the past 12 months.	Case Management – intakes, assessments, outreach, ongoing support, advocate, provide information and referrals Adoption – intake, assessment, outreach, ongoing support, advocate, information and referral, attend Court hearings, post adoption support
Previous employer(s), positions, and dates	The Village Family Service Agency- 1996-2000- Clinical Social Worker Boothel Mental Health Counseling- 2004- Support Worker Jane Adams Counseling- 1989-1992- Case worker
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Case Manager for Catholic Charities working with children and families since 2006
✓ Family/marital counseling	LCSW- The Village Family Service- 1996-2000
✓ Social work	Case Manager for Catholic Charities working with children and families since 2006 Boothel Mental Health Counseling- 2004- Support Worker The Village Family Service Agency- 1996-2000- Clinical Social Worker Jane Adams Counseling- 1989-1992- Case worker
✓ Case management	Case Manager for Catholic Charities working with children and families since 2006
✓ Program administration	Not Applicable

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: Professional Case Manager	
Name of Person:	Kimberly Barnes
Educational Degree (s): include college or university, major, and dates	Southern University at New Orleans BSW, December 2002
License(s)/Certification(s), #(s), expiration date(s), if applicable:	
Specialized Training Completed.	HIPPA, Suicide Prevention, Diversity, CPR Financial Literacy
# of years experience in area of service proposed to provide:	5
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee at subcontractor for 4 months
Describe this person's responsibilities over the past 12 months.	Case management, goal setting, parent education, intakes and assessments
Previous employer(s), positions, and dates	YMCA Head Start Family Advocate August 2013 – October 2015 Resources for Human Development August 2004 – October 2005 Exhealth, Infinity drug treatment facility August 2000 – May 2001
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Trauma Smart Training, Head Start trainings YMCA Head Start August 2013 – October 2015
✓ Family/marital counseling	Not applicable
✓ Social work	Exhealth, Infinity drug treatment facility August 2000 – 2001 Resources for Human Development August 2004 – October 2005 YMCA August 2013 – October 2015 Catholic Charities October 2015 - present
✓ Case management	Exhealth, Infinity drug treatment facility August 2000 – 2001 Resources for Human Development August 2004–October 2005 YMCA August 2013 – October 2015 Catholic Charities October 2015 - present
✓ Program administration	Not Applicable

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: Professional Case Manager	
Name of Person:	Angela Zahner Shipley, MSW
Educational Degree (s): include college or university, major, and dates	Bachelors in Social Work – University of Central Missouri Dec 1996 Masters in Social Work – University of Missouri Kansas City May 2011
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Mental Health First Aid, CPR, Safe at Home Registration Assistant
Specialized Training Completed.	NASW Missouri Symposium, Mental Health First Aid, Metropolitan Adoption Council, CPR, HIPPA, Suicide Awareness, Diversity
# of years experience in area of service proposed to provide:	16 years of experience under the Alternatives to Abortion Grant
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee of subcontractor since 1996.
Describe this person's responsibilities over the past 12 months.	Case Management – intakes, assessments, outreach, ongoing support, advocate, provide information and referrals Adoption – intake, assessment, outreach, ongoing support, advocate, information and referral, attend Court hearings, post adoption support
Previous employer(s), positions, and dates	Senior Center Administrator – Catholic Charities – Dec 1996 to May 1997 Foster Care Case Manager – Catholic Charities – May 1997 to May 1999 Family Development Specialist – Catholic Charities – May 1999 to July 2013 Birthparent Coordinator – Catholic Charities – July 2013 to present
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Case Manager for Catholic Charities working with children and families since 1997
✓ Family/marital counseling	
✓ Social work	Case Manager for Catholic Charities working with children and families since 1997
✓ Case management	Case Manager for Catholic Charities working with children and families since 1997
✓ Program administration	Senior Center administrator for Catholic Charities Dec 1996 to May 1997

Proposed Method of Performance

EXHIBIT F**METHOD OF PERFORMANCE**

The vendor should present a written plan for performing the requirements specified in this Request for Proposal. In presenting such information, the vendor should specifically address each of the following issues:

- 1. Identify the service location as well as any satellite locations. Describe the geographic proximity of the services being proposed to the majority of clients to be served. Describe how women initially access services and locate the service location.**

Lutheran Family and Children's Services, along with the subcontractors, Catholic Charities of Kansas City-St. Joseph, Good Shepherd Children and Family Services, and MBCH Children and Family Ministries comprise the Pregnancy Maintenance Network (PMN).

The service locations of each PMN agency are as follows:

- (1) Catholic Charities of Kansas City – St. Joseph, based in Kansas City with an additional office in St. Joseph;
- (2) Good Shepherd Children and Family Services, based in St. Louis with a satellite office in Hillsboro;
- (3) Lutheran Family and Children's Services of Missouri, with offices in Cape Girardeau, Columbia, St. Louis, St. Charles, Union, Jefferson City, and Springfield;
- (4) MBCH Children and Family Ministries, based in Bridgeton with additional offices in Kansas City, Joplin, Springfield and satellite staff in Southeast Missouri.

By offering services from these 15 offices, PMN providers are accessible to the majority of clients. Our Case Managers travel to clients who are not as close to one of these office locations.

As a result of marketing and outreach activities (described below), a prospective client can identify which subcontractor she wishes to utilize. Clients have access to a toll-free number in order to make contact with the contractor. In remote areas, the client will be referred to the closest available resource, and if necessary, assisted with transportation. Upon entry in PMN, a Case Manager is assigned.

- 2. Describe the demographic profile of the at-risk population to be served. Describe outreach strategies for reaching the targeted at-risk population(s), including strategies for addressing the cultural diversity of targeted clients**

Women served in this program are typically between 15 and 35; 51% are African American, 39% are Caucasian; 4% are Hispanic and 6% are of other ethnicities. The majority are single parents with an annual income under \$6,000 and are evenly spread between urban, suburban and rural environments. They are often challenged by their pregnancy or their role as primary caregiver. Accessing transportation, finding and maintaining affordable and stable housing, addressing health and emotional health difficulties, and overcoming effects of poverty are frequent barriers. Most are poorly equipped to parent safely.

Despite these factors, our clients have resiliency, strengths and opportunities. Because this program is voluntary, the very act of connecting with the Pregnancy Maintenance Network (PMN) shows that each client recognizes that she and her family could benefit from assistance. Many of our clients demonstrate ability and willingness to access external assets in order to experience more stability in their lives. They are typically adept at identifying and communicating the most urgent and immediate sources of their concern or need.

Experience shows that having a previous abortion and pressure from significant persons greatly influence the risk for abortion. Some of the reasons women consider abortion include trying to postpone child bearing, financial difficulties, relationship issues, youth or advanced age, and health risks. Research indicates that for many women, more than one factor contributes to their decision. PMN will assess the client's situation and address any needs or factors that put them at risk for an abortion.

Most of the clients referred to this program are at high risk for health problems. Potentially, there are a number of contributing factors, such as inadequate health care, exposure to toxic stress, trauma history, poor nutrition, a history of substance abuse, sexually transmitted infections, first pregnancies at a young age and repeat births in a short period of time.

The member agencies of PMN have a vast statewide network of subcontract and referral sources. When this contract is awarded, PMN will continue outreach efforts (brochures, flyers, visits and presentations) and will continue to work with hospitals, clinics, nurses, Children's Division county agencies, social service agencies, churches, schools, and homeless shelters throughout Missouri. These programs and organizations provide services to populations that are diverse in terms of culture, ethnicity, and economics. Collaborative relationships with these providers allows for many opportunities to inform them about the Alternatives to Abortion services.

Our primary outreach strategy is to develop strong connections with health clinics and other social service agencies where the target population seeks assistance. For example, in the St. Louis Area, the Barnes Clinic serves a majority of low-income women who could benefit from services, and a strong relationship is maintained with the clinic to maintain referrals. The following are accomplished on a consistent basis to raise awareness of the services available to at-risk populations:

- sharing information on program services with health care professionals
- posting flyers, including sheets with tear off tabs, in areas frequented by women such as coffee shops, laundromats, grocery stores, etc.
- newsletters to consumers
- brochures in health care provider agencies and social service agencies

The importance of delivering culturally sensitive and client-centered services is recognized by PMN. In addition to the requirements of the licensing and accrediting organizations, the PMN leadership group monitor and reviews program services to assure that each sub-contractor;

- Delivers services without discrimination
- Tailors services to the stage of development, age, and other specific characteristics of the person served
- Recognizes, respects, and responds to the unique, culturally defined needs of each client
- Provides staff training on cultural needs of diverse population groups on an ongoing basis
- Accesses interpretation services or language-specific written materials, as needed

3. Describe the marketing of services.

Each subcontracting agency markets Alternative to Abortion services as part of general operations. Primary marketing tools used in the community are brochures, flyers, and pull off tabs created to raise awareness of the services available to pregnant women. Current brochures describe the program, who is eligible, and how to access services. Each subcontractor's website has information on their services for pregnant and parenting women. Social media messaging is also used to share services through twitter feeds and Facebook postings. Resource fairs for professionals and community members are also attended to market the program to pregnant women and providers.

4. Identify the site where the Individual Risk and Needs Assessment and Initial Client Assessment will be conducted. Describe how client eligibility will be determined.

Service is initiated with a call from the client to inquire about programming. The initial conversation determines the meeting place best able to meet the needs of the client, with consideration of privacy, ease of transportation, health, and child care needs. Based on these or other factors, a mutually agreed upon meeting place is identified. In most situations, the meeting place is in the client's home or at the office of the subcontractor but may be at another community location at the client's request. Confidentiality, privacy, and minimization of distractions are paramount in identifying a potential meeting place.

Some of the initial screening regarding eligibility (identifying the client as a resident of Missouri, the 'fit' for this program, and identification of other services with which she may be involved) occurs at the first contact with the service provider. Verification regarding pregnancy and income is obtained during the first meeting. Verification regarding each eligibility factor is made by reviewing information that contains the client's name and address, benefit eligibility determination, with confirmation or application if necessary; pay stubs, ultra sound pictures, or doctor's statements. Verbal clarification regarding the client's involvement with other service providers is a priority, but in some instances, we find that the woman may not understand some of the relationships with others she has approached for services. In those situations, it is hoped that the Alternatives to Abortion program database will catch any duplication of service so that the assigned Case Manager can explain the potential conflict and help the client clarify which provider she wants to continue to utilize.

The process continues with the completion of the Individual Risk and Needs Assessment (IRNA). The worker guides a discussion of the client's current needs. Common areas of need identified with the target population include

- Pre-natal care
- Stabilization of the client's living environment
- Preparation for birth
- Parenting skill development
- Counseling and support around decision-making, relationship issues, depression or other mental health concerns.
- Support and services for victims of domestic violence
- Mental health screenings

The IRNA is then entered into the state data system within 5 working days of entry into the program.

5. Describe the development and updating of the Individualized Pregnancy Continuation Plan including the involvement of the client in the process.

Once the needs assessment is complete, the professional and client together develop the Individualized Pregnancy Completion Plan (IPCP) that documents the prioritized needs and action steps to address those needs. This plan is signed by the worker and the client to signify their agreement to work together on the identified tasks. The IPCP is typically created in the initial session with a client. Thereafter, the IPCP guides the case management process throughout the life of the case and is updated monthly. The central focus of the plan is to promote a healthy outcome of the pregnancy and to establish the basis of a healthy parent/child relationship. Interventions outlined in the plan include education and support to the pregnant woman to develop healthy behavior and attitudes for herself and her children as well as referrals to appropriate agencies and/or organizations.

6. Provide a detailed description of the case management process. Identify the hours of service including emergency coverage outside of business hours and weekends.

Case management is a process through which a professional assists clients to identify their individual strengths and needs in order to build on their strengths and address their needs in a planned, coordinated way. In this case, the need surrounds the pregnancy and the desire of a mother to provide a stable, safe environment for her unborn baby.

The case management process takes place over a series of visits or sessions with the client. These visits typically take place in the client's home or the professional office but could also occur at a community location like a church or a library at the client's request. Appointments are scheduled around the client's availability. PMN Case Managers are accustomed to working with pregnant women after normal business hours or on the week-ends as the need arises.

Key to the case management process is assisting the client in identifying and connecting to community resources and other natural supports to build self-sufficiency beyond the case management intervention. PMN Case Managers assist the client in connecting to MO

HealthNet, WIC, Building Blocks of Missouri, Missouri Community Based Home Visiting programs and Healthy Start Programs. In addition, PMN Case Managers have a wealth of knowledge about other community-based and faith-based services that can assist our clients in securing assistance according to their individual needs.

Clients can inquire about services by calling a PMN toll free number which is available 24 hours a day, 7 days a week. A PMN Case Manager can be reached through an exchange system during on-call hours. Once a client is engaged in service, they have emergency contact information for their individual Case Manager.

7. **Provide a preliminary outline and description of the proposed content of the required trainings. Additionally, provide copies of any training materials (e.g. manuals, resource books, handouts, reinforcement materials) proposed for use in conducting the training sessions.**

An essential component of our work involves education and counseling focused on developing and enhancing parenting abilities and assisting both mothers and fathers in being responsible parents. Whenever possible, the participation of the father is encouraged and information is shared with them to aid in establishing and promoting responsible paternity. This work can be done within the case management session or can be done in a more formal group setting. In educating clients in these areas, staff use a variety of informational materials approved and provided by the Missouri Department of Health and Senior Services and other sources such as March of Dimes and the Children's Trust Fund. PMN Case Managers assure that the following mandatory topics (as referenced in the RFP point #2.6.1) are covered, typically in the order listed.

Prenatal Parent Education and Parenting Skills Training Outline

- I. Importance of prenatal care – materials provide information on why it's important to follow through with routine prenatal care, what immunizations are needed during pregnancy and the signs of preterm labor
 - a. *Pregnant? Here are 12 important reasons to get monthly check-ups* – brochure from Noodle Soup
 - b. *Do's and Don'ts Print and Go Guide on Healthy Pregnancy* – handout from U. S. Department of Health and Human Services
 - c. *Immunizations for a Healthy Pregnancy* – brochure from Missouri Department of Health and Senior Services
 - d. *Know the signs of preterm labor* – brochure from March of Dimes
- II. Importance of taking folic acid in the prevention of neural tube defects
 - a. *Take folic acid every day!* – handout from the March of Dimes
- III. Impact of substance abuse on pregnancy
 - a. *Drug Use and Pregnancy Ten things you should know* – brochure from Journeyworks Publishing
- IV. Nutrition and Healthy Eating
 - a. *Healthy Eating and Pregnancy: Ten Tips for Good Nurturing* – brochure from Journeyworks Publishing
- V. Breastfeeding – materials provide an overview of the benefits of breastfeeding to the infant, as well as to the infant-mother's relationship. A handout is also provided with tips to support mothers who chose to breastfeed.

- a. *20 Great Reasons to Breastfeed Your Baby*- brochure from Childbirth Graphics
 - b. *Breastfeeding for good health* – brochure from Noodle Soup of Weingart Design
- VI. Shaken Baby Syndrome
 - a. *Never shake a baby* – brochure from Children’s Trust Fund
- VII. Safe Sleep for infants following the 2011 American Academy of Pediatrics Recommendations
 - a. *What does a safe sleep environment look like?* – handout from Department of Health and Human Services – USA
 - b. *6 simple steps to make your baby’s crib safe* – brochure from the Children’s Trust Fund
- VIII. Car seat safety-
 - a. *7 out of 10 kids are at risk in a traffic crash!*- brochure from Missouri Department of Transportation
- IX. Immunizations
 - a. *Shots – For your Children’s Health* – brochure from Missouri Department of Health and Senior Services
 - b. *Protect your child right from the start* – handout with Missouri’s immunization schedule

Please note that copies of these training handouts are attached at the end of this bid.

8. **Describe each of the Additional Client Services specified in the RFP. Explain the service delivery system including any referral network and referral plan. Describe the cultural competency of providers.**

Other services (as referenced in RFP point #2.7.1) are provided according to the needs identified in the IRNA and documented in the IPCP. PMN Case Managers assess all sources to meet those needs within the community and access ATA contract funds only when no other source can be identified. The PMN Case Manager makes the referral or assists the client in arranging for the basic need to be met. The following is a list of those services and common referrals. Referrals are listed by region.

Prenatal Care

Prenatal care is a priority for every woman in this program. The client, together with the Case Manager, works to identify her needs and resources (e.g. private insurance, Medicaid, private pay, etc.). The Case Manager makes referrals to local prenatal care providers, including doctors, health centers, clinics, and hospitals, for prenatal care only as well as prenatal care and delivery.

Geographic Region 1: Mosaic Life Care Women’s Health

Geographic Region 3: Swope, Truman and St. Luke’s Hospitals

Geographic Region 4: Women’s and Children’s Hospital, Family Health Center

Geographic Region 6: Mercy JFK Clinic, People’s Health Center, St. Louis County Health Department

Geographic Region 7: Jordan Valley, Cox and Mercy Hospitals, Family Medical Care Clinic

Geographic Region 9: Southeast Health, Missouri Delta Medical Center

Medical Care

Health maintenance, prevention, and treatment are provided by a licensed medical provider. Medical care may include maintenance of health, prevention or treatment of illness, and treatment of injury or pregnancy complications for clients, as such services relate to the prevention of abortion.

Geographic Region 1: Mosaic Life Care Women's Health, Northwest Health Services

Geographic Region 3: Swope, Truman and Sam Rogers Hospitals

Geographic Region 4: Family Health Care Center, University of Missouri Clinic

Geographic Region 6: John C. Murphy Clinic, People's Health Center, Affinia Health Center

Geographic Region 7: Jordan Valley, Family Medical Care Center, Cox and Mercy Hospitals

Geographic Region 9: Twin Rivers Medical Center, South East Health, St. Francis Medical Center

Mental Health Care

Counseling or treatment to assist the client with management of mental illness, stress, postpartum depression, or other issues affecting her mental/emotional well-being is referred for services when indicated. These services are provided by a licensed or certified professional.

Geographic Region 1: Serenity Counseling Center, Family Guidance, Samaritan Counseling Center

Geographic Region 3: Truman Hospital, Tri-County, Center for Behavior Medicine

Geographic Region 4: Maternal Mental Health Program, Family Counseling Center, Lisa Brown, LCSW

Geographic Region 6: Behavioral Health Response, Center Pointe, DePaul Health Center

Geographic Region 7: Burrell, Ozark Counseling Center, Center City Counseling Clinic

Geographic Region 9: Community Counseling Center, Bootheel Counseling

Newborn or Infant Medical Care

Medical care and interventions by a licensed medical provider may be provided to the baby throughout the first year of his or her life.

Geographic Region 1: Mosaic Life Care Hospital/Urgent Care, Social Welfare Board Health Clinic, Lakeside Pediatrics

Geographic Region 3: Swope, Truman and St. Luke's Hospitals

Geographic Region 4: Women & Children's Hospital, Family Health Center

Geographic Region 6: John C. Murphy Clinic, People's Health Center, Affinia Health Center

Geographic Region 7: Family Medical Care Clinic, Cox and Mercy Hospitals

Geographic Region 9: Southeast Pediatrics, Cape County Health Department, Cape Physician Associates

Adoption Assistance

PMN agencies provide education, support, and case management services regarding the emotional and legal aspects of adoption. The client may also be referred to an attorney when indicated.

Geographic Region 1: Catholic Charities of Kansas City-St. Joseph, Lutheran Family and Children's Services

Geographic Region 3: Catholic Charities of Kansas City-St. Joseph, Christian Family Services

Geographic Region 4: Lutheran Family and Children's Services, Love Basket

Geographic Region 6: Lutheran Family and Children's Services, Missouri Baptist Children's Home, Good Shepherd

Geographic Region 7: Lutheran Family and Children's Services

Geographic Region 9: Missouri Baptist Children's Home, Lutheran Family and Children's Services

Child Care

The client is assisted with child care arrangements when needed to participate in contract activities or services. A client is referred to the Department of Social Services for child care assistance and then may use either a day care facility or in-home care. Child care providers must meet minimum Children's Division standards, which require a Family Care Safety Registry.

Geographic Region 1: DSS Family Support Division, InterServ Early Care and Education, YWCA, MO/Respite Child Care-Noyes Home

Geographic Region 3: DSS Family Support Division, Head Start, Family Conservancy, Operation Breakthrough

Geographic Region 4: DSS Family Support Division, Child Care Aware

Geographic Region 6: DSS Family Support Division, Child Care Aware, Crisis Nursery

Geographic Region 7: DSS Family Support Division, Child Care Resource and Referral, Child Development Center

Geographic Region 9: DSS Family Support Division, Head Start, Delta Area Economic Opportunity Corporation.

Clothing

Clothing relating to pregnancy, newborn care, and parenting may be supplied. This may include clothing related to securing and maintaining employment.

Geographic Region 1: Grace House, Second Season Thrift Shop, InterServ Cherokee Street Store

Geographic Region 3: Catholic Charities of KC-St. Joseph, Goodwill

Geographic Region 4: The Wardrobe, Salvation Army, Goodwill

Geographic Region 6: Helping Hand Me Downs, Goodwill, Salvation Army

Geographic Region 7: Crosslines, Salvation Army, Grand Oaks Mission, School Clothing Bank

Geographic Region 9: Salvation Army, Goodwill, Love, Inc.

Domestic Abuse Protection

Each client is assessed for violence in her relationships. If a client is threatened or in danger, the Case Manager will make timely and appropriate arrangements to assist the client and her children in assuring their physical and emotional safety is met. Referral to a domestic violence agency for shelter and/or education on protection is made as appropriate.

Geographic Region 1: YWCA Shelter, Legal Aid of Western Missouri

Geographic Region 3: Rose Brooks, Synergy, Hope House

Geographic Region 4: True North, Rainbow House, Jefferson City Rape and Abuse Crisis Services

Geographic Region 6: Raven, ALIVE, Women's Safe House

Geographic Region 7: Harmony House, COPE House

Geographic Region 9: Haven House, Safe House for Women

Drug and Alcohol Testing and Treatment

Each client is assessed for substance use. Drug/alcohol testing and treatment is provided as needed. When a problem is identified through report or through testing, the client is referred to an individual, group, or family program that is appropriately licensed or certified.

Geographic Region 1: Serenity Counseling Center, Addiction Awareness

Geographic Region 3: Truman Hospital, Tri-County

Geographic Region 4: McCambridge Center, Phoenix Program, Valley Hope

Geographic Region 6: Black Alcohol/Drug Service Information Center (BASIC), Crider, Bridgeway, Center Pointe, Harris House

Geographic Region 7: Preferred Family Health, Burrell, Cox Center for Addictions

Geographic Region 9: Family Counseling Center, Bootheel Counseling

Educational Services

Referrals are made to local public school districts and Hi-SET programs for women who have not completed high school. As appropriate, resources for college, vocational and technical training, books, etc. may be provided.

Geographic Region 1: Webster Learning Center for Hi-SET, Missouri Career Center

Geographic Region 3: Independence Adult Education, Kansas City Adult Education, Blue Springs Adult Education

Geographic Region 4: Career Center, Columbia Area Vocational Tech School, Douglass High School Hi-SET program

Geographic Region 6: Women In Charge, Doors to Success, Job Corp

Geographic Region 7: Missouri Job Center, Ozark Technical Community College Adult Education, Missouri State University, Trade Schools

Geographic Region 9: Southeast Missouri State University Hi-SET, Three Rivers Community College, Mineral Area College

Food

Food products or nutritional products relating to pregnancy, newborn care, and parenting may be supplied. Clients are referred to SNAP and WIC programs and provided with local food pantries with additional resources are needed.

Geographic Region 1: Second Harvest Food Bank, Open Door Food Kitchen, WIC

Geographic Region 3: Catholic Charities Kansas City-St. Joseph, Guadalupe Center, No Boundaries Food Pantry

Geographic Region 4: Salvation Army, Love, Inc., Food Pantry

Geographic Region 6: Jewish FCS Food Pantry, Loaves and Fishes, Hunger Hotline

Geographic Region 7: Crosslines, Schweitzer United Methodist Church food pantry, Grant Oaks Mission

Geographic Region 9: Virgies Place, Inc., Missouri Bootheel Regional Consortium, Southeast Missouri Food Bank

Housing

When needed, the client is assisted in finding appropriate safe housing. Depending on the age and needs of the client and the availability of resources, the following options will be considered: motel/hotel (for emergency situations), group shelter (including domestic violence shelters), transitional living, independent living, placement with a family, foster care, and residential treatment, or assistance with rent, house payments or security deposits.

Geographic Region 1: St. Joseph Housing Authority, HOME Unit, Hillcrest Transitional Housing

Geographic Region 3: United Services, Section 8, Salvation Army

Geographic Region 4: Housing Authority, Columbia Square, Lakewood, Sal. Army Harbor House

Geographic Region 6: Housing Resource Center, Community Action Agency of STLC, Housing Authority

Geographic Region 7: Affordable Housing Center, One Door, Housing Authority, The Kitchen

Geographic Region 9: Housing Authority, MO Bootheel Regional Consortium, Amen Center

Utilities

As established social services agencies, the subcontractors of this program have a working knowledge of community energy resources, which are provided to clients. Clients are provided with information on the LIHEAP application and referred to the local agency responsible for administering the program.

Geographic Region 1: CCKC-Emergency Assistance Program, Inter Serv EA program, Community Action Partnership, House of Bread

Geographic Region 3: Catholic Charities Kansas City-St. Joseph, Salvation Army

Geographic Region 4: Central Missouri Community Action, Love, Inc., St. Vincent-DePaul

Geographic Region 6: Community Action Agency of STLC, Urban League, St. Vincent-DePaul

Geographic Region 7: Ozarks Area Community Action Corp., One Door, Salvation Army

Geographic Region 9: MO Bootheel Regional Consortium, Delta Area Econ. Opp Consortium, Ministerial Alliance

Job Training and Placement

Referrals to established programs or other assistance that facilitate and/or enhance the employability of the client and/or father of the baby are utilized.

Geographic Region 1: Missouri Career Center, Hillyard Tech Center, Good Works, Vocational Rehab, Missouri Western University

Geographic Region 3: Catholic Charities Kansas City-St. Joseph, Metropolitan Lutheran Services, Job Corps Center

Geographic Region 4: Job Corp, Vocational Rehab

Geographic Region 6: Better Family Life, Missouri Career Center, Job Corp

Geographic Region 7: Missouri Job Center, Schweitzer United Methodist Church-Jobs for Life, Temporary Employment Agencies

Geographic Region 9: Manpower, Workforce, United Way

Supplies

Supplies relating to pregnancy, newborn care, and parenting may be provided and may include car seats, Pack 'N Play, etc.. All the women in the program will be assessed for ability to provide a safe sleep environment for her infant as set forth by the 2011 American Academy of Pediatric Guidelines.

Geographic Region 1: St. Joseph Health and Safety Council, St. Joseph Youth Alliance

Geographic Region 3: Birthright, Safety Council

Geographic Region 4: Love, Inc., Voluntary Action Center, Fairview Church

Geographic Region 6: Birthright, Mary Queen of Angels, SIDS Resources

Geographic Region 7: Safe Kids, Newborns in Need, Crosslines

Geographic Region 9: Birthright, Virgies Place, Inc., Salvation Army

Transportation

In order to assist clients to access the other services provided under this program, the clients may be given assistance for transportation, including bus fare, taxicab fare or private transportation (i.e. gift cards for gasoline).

Geographic Region 1: St. Joseph Transit, All-American Taxi, Logisticare, Oats Bus

Geographic Region 3: Medicaid, Kansas City Transit Authority

Geographic Region 4: Voluntary Action Center, MidMo Rides, Central Missouri Community Action

Geographic Region 6: Call-a-ride, Metrolink public transportation

Geographic Region 7: CU Transit Services, Medicaid Transport, Missouri Jobs Center

Geographic Region 9: SEMO Transit Service, Cape Transit Service, Love, Inc., Medicaid Transport

Ultrasound Services

A client receives ultrasound tests as medically indicated, utilizing her own, or program referred resources.

Geographic Region 1: Mosaic Life Care Women's Health

Geographic Region 3: Swope and Truman Hospitals, Rachel's House

Geographic Region 4: My Life Clinic, Family Health Center

Geographic Region 6: St. Mary's Health Center, Mercy Hospital, People's Health Center

Geographic Region 7: Jordan Valley, Cox and Mercy Hospitals, Family Medical Care Clinic

Geographic Region 9: Options for Women, Pregnancy Resource Center-Sikeston

Other Services

Other services to assist pregnant women in carrying her unborn child to term or to assist her in caring for her dependent child or placing her child for adoption are provided as appropriate and necessary to insure healthy outcomes for mother and baby. This includes services which are essential to the client but not covered in previously listed definitions. In the past some requests have included birth certificates, exterminator services and car repair. PMN will comply with contract requirements regarding the provision and billing for this category, including pre-approval and information on the other sources of funding that were attempted. None of the funds from this contract will be used to purchase tobacco or alcohol products. No funds will be expended for the purpose of performing, assisting or encouraging abortion, or to directly or indirectly subsidize abortion services.

Cultural Competency

PMN providers employ professional Case Managers who receive regular training on the importance of cultural competency. Case Managers also provide referrals related to the cultural needs of the clients they serve. If clients report any concerns about the cultural competency of outside providers, PMN Case Managers will help address any issues that interfere with full access to services.

9. Describe how the information obtained in the client satisfaction is utilized to improve upon services provided.

The Client Satisfaction Surveys will be administered to each client receiving services in June and December as detailed in the contract, section 2.8.3. The client is given the evaluation by her Case Manager. Confidentiality is maintained by the client completing the survey and returning it to her Case Manager in a sealed envelope. This comprehensive process insures the best possible rate of response.

The contractor agrees to utilize the Client Satisfaction Survey to be completed and forwarded to the Department, without the use of identifying information. In addition, as each PMN agency is COA accredited, they conduct consumer satisfaction surveys on a regular basis in addition to the ATA program's Client Satisfaction Survey. Each agency shares lessons learned from this process with one another.

Once the survey results are obtained by the PMN Leadership Group, the Continuous Quality Improvement (CQI) plan will be followed to ensure that each client is receiving quality services. Additionally, the PMN Leadership Group has bi-monthly phone calls to continue to discuss and implement ways to enhance service provision. The satisfaction survey results become a driving point, together with other feedback both formal and informal from service recipients, for service enhancement discussions and any applicable improvements that follow.

10. Describe the plan for developing and implementing an evaluation and continuous quality improvement plan. Include evidence of evaluation and continuous quality improvement process activities that evaluate (1) infrastructure, (2) method of delivery of services, (3) outcomes, and (4) compliance with standards and licensure.

The PMN Leadership Group has developed a Continuous Quality Improvement Plan (CQI) to assure that services provided work towards healthy maternal and birthing outcomes, and meet or exceed client needs and expectations. Management of the process has been assigned to the PMN Leadership Group. This plan follows beliefs and principles designed to empower management and staff to improve services and support the continual evaluation of program activities, processes, outcomes and contract compliance.

This process begins at the award of contract. The PMN Leadership Group identifies specific areas to be examined, including:

- duties, roles and performance of the managing and financial agency (infrastructure);
- timeliness of the assessment and plan of services, ability to serve clients presenting for service, availability and appropriateness of services to address the needs identified, the number of and county of residence of consumers; appropriate documentation (service delivery);
- healthy moms and healthy babies (outcomes);

- training, staff credentials, supervision and caseloads (licensing and accreditation standards).

In addition, each PMN agency has its own CQI plan with internal and external reviews. These include regular reviews and updates by the State of Missouri Child Placing Licensing Unit and the Council on Accreditation, exemplifying the highest quality standards for social services programs. At each meeting of the PMN Leadership Group, there is opportunity to share and discuss trends, opportunities and challenges that each agency has identified or addressed.

The CQI process is focused on the client and driven by data collected from clients, staff, management, member agencies and the community at large. The PMN Leadership Group reviews this data to evaluate program impact. Brainstorming and critical analysis are used to continually refine the policies and procedures, making the program client-friendly. When indicated, change is implemented system-wide. Follow-up with staff assures this implementation and offers additional information and opportunities to evaluate the impact of these changes. Throughout the history of the ATA contracts, assessment tools, such as the Individual Pregnancy Continuation Plan, and the Client Satisfaction Survey have been refined to better meet the needs of clients and to ensure compliance with contract criteria.

The PMN Leadership Group meets on a regular basis to discuss critical issues concerning the contract. This group convenes bi-monthly and more frequently as warranted. During these meetings, quality assurance issues are addressed, followed by adjustments to programming or other needed enhancements made by key program managers. Quality Assurance topics are on the agenda, as discussed in greater detail below.

Another method to address continuous quality and improvement is utilizing the data base system. At each PMN Leadership Group meeting, the management agency discusses trends, issues, and course corrections with all subcontractors. This review includes the preparation of summary reports called 'Actuals' by the management agency which includes an overview of the finances.

In compliance with HIPAA standards, staff members at each agency only have the capability to view information regarding their own clients. However, appropriate management staff has the ability to view information across agencies. In addition, the management agency has the ability to review across the provider network for oversight and reporting.

Each agency distributes the standardized Client Satisfaction Survey as well as an agency specific consumer satisfaction survey which measure satisfaction with services across the participating agencies in the network. Staff members analyze the survey results and discuss them at the PMN Leadership Group meetings. Peer record reviews are utilized across the group, based on randomly selected cases from each agency. The results of each review are evaluated by each subcontractor and discussed with the PMN Leadership Group when applicable.

The PMN Leadership Group also reviews critical incidents as reported by the individual agencies. This review notes trends or areas of improvement needed in our practice. Being proactive allows subcontracting agencies to address issues before they become larger problems. It allows everyone to draw upon the strengths of other agencies to aid in the practice of all.

The PMN Leadership Group also discusses practice challenges, with a focus on those cases that seem to be presenting challenges for individual agencies. The objective views of the committee members can help identify additional avenues to provide the best services possible and to achieve desired outcomes.

11. **Identify the method of evaluation including indicators that can be measured for continuous quality improvement and capture the data necessary to evaluate the program impact. The plan should address plans and method to improve the program components and continuous quality improvement process activities.**

Indicators for evaluation are used to ensure continuity of service provision across each subcontracting agency, and, include:

Infrastructure

LFCS, the contractor for the program, provides input to improve and enhance service delivery to assure high quality service, continuity and a continuum of care from a management and fiscal perspective. The timeliness and accuracy of response to and from the contractor and the individual subcontractors in relation to requests for approval of other requests, distribution of information, billing, payment distribution, minutes and necessary reports are used as indicators. An example of process improvement in the past included the refinement of the 'Actuals' report that is shared with the subcontractors on a monthly basis.

Method of delivery of services

Delivery of services is evaluated on an ongoing basis. Each month billing is reviewed by the contractor. Indicators include utilization of case management time, review of the description of services in the data base, amounts of direct assistance provided to individual clients, Professional Case Managers, and of the subcontractor as a whole. Trends, discrepancies and errors are brought to the attention of the individual subcontractors and are discussed at the PMN Leadership Group's next meeting or sooner if warranted. As needed, issues brought by the state's contract administrator are discussed and course corrections made. There is continual activity to refine the documentation of services provided in the ATA database based on feedback from the contract administrator and the monthly review of billing.

Reviews of each subcontractor's records are conducted and results analyzed and discussed. Items evaluated include

- Eligibility regarding residency, income, other providers involved with the client;
- Referral Plan for proposed services not directly provided by the contractor;
- Case Management services provided on a monthly basis;
- Client involvement in Individual Pregnancy Continuation Plan (IPCP) development;
 - Regular review with client services provided are indicated in the IPCP
 - Risk Assessment completed within required time frames, services linked with the IRNA and billed appropriately
- IPCP completed in compliance with the contract timeframes.

Compliance with standards and licensure.

Each agency completes the licensing and accreditation process as appropriate and shares lessons learned with other PMN Leadership Group members. At each meeting, correspondence from the state agency is discussed as necessary regarding practice points, revisions, and implementation. Each partner agency has achieved and maintains accreditation through the Council on Accreditation (COA). Reaccreditation occurs every 4 years and involves a rigorous review of the agencies compliance with best practice standards established by COA.

12. **Organizational Chart** - The vendor should provide an organizational chart showing the staffing and lines of authority for the key personnel to be used. The organizational chart should include (1) The relationship of service personnel to management and support personnel, (2) The names of the personnel and the working titles of each, and (3) Any proposed subcontractors including management, supervisory, and other key personnel.
 - The organizational chart should outline the team proposed for this project and the relationship of those team members to each other and to the management structure of the vendor's organization.

An organizational chart showing agency and staffing relationships is included and follows Exhibit F.

13. **Along with a detailed organizational chart, the vendor should describe the following:**
 - **How services of the contract will be managed, controlled, and supervised in order to ensure satisfactory contract performance.**

Lutheran Family and Children's Services (LFCS) serves as the contractor, or lead agency, for the ATA contract. LFCS, along with Catholic Charities of Kansas City-St. Joseph, Good Shepherd Children and Family Services and MBCH Children and Family Ministries comprise the Pregnancy Maintenance Network (PMN). The directors from each agency comprise the PMN Leadership Team.

This PMN Leadership Team meets bi-monthly to monitor performance under the ATA contract, including implementation of the contract, spending patterns and the specifics of services provided to our clients. Other duties of the leadership team include practice review, each subcontractor's Performance Quality Improvement and Quality Assurance processes, and the discussion of trends, barriers and successes.

Also during these meetings, as well as at other times throughout the contract, information is shared about lessons learned during the billing review, entry into the data system, and guidelines to ensure that the contract allocation is expended in a controlled and reasonable manner across all agencies.

Since July 2004, LFCS has provided services to the PMN Leadership Team as the management agency. The work at LFCS is accomplished under the supervision of Christine Corcoran, MSW, LCSW. Other members of the management team include Kristen Setterlund, MSW, LCSW and an administrative assistant. Practice and billing issues, as well as requests for other services are directed to the management agency who also serves as liaison with the fiscal manager and the states contract representative.

The team at the management agency answers questions regarding contract issues, documentation requirements and data base entries. The team ensures the following:

- information entered into the ATA program database is accurate and uniform;
- reviews the backup for the subcontractor's invoices and questions items such as double rent and utilities payments for the same case number, and housing units in excess of the days in the month
- obtains any additional information that is needed to complete the billing;
- submits the entries and the invoices of each subcontractor, and, finally,
- shares the information with the fiscal agent.

Billing and financial matters are handled in a similarly comprehensive manner. The Vice President of Finance at Lutheran Family and Children's Services receives a copy of the Alternatives to Abortion Invoice generated by the ATA program database, the supporting Principal Sub Invoice and copies of all other invoices from LFCS. He enters the invoices into the accounts payable system and issues the required checks to the subcontractors. Payment from the state is received by direct deposit.

- **Total Personnel Resources - The vendor should provide information that documents the depth of resources to ensure completion of all requirements on time and on target. If the vendor has other ongoing contracts that also require personnel resources, the vendor should document how sufficient resources will be provided to the State of Missouri.**

PMN is uniquely equipped to provide the depth necessary to provide services under this contract. Each of the subcontractors is a multi-program social service agency. There are multiple sites, in most situations with multiple staff members. In addition, our agencies have worked together on this and other contracts for over 20 years. Our staff trained together, work together and are able to back each other up should the need arise.

14. **Economic Impact to Missouri - The vendor should describe the economic advantages that will be realized as a result of the vendor performing the required services. The vendor should respond to the following:**

- **Provide a description of the proposed services that will be performed and/or the proposed products that will be provided by Missourians and/or Missouri products.**

The Pregnancy Maintenance Network (PMN) was established to provide a coordinated system of case management and supportive services for pregnant and parenting women. This project of PMN serves women across the State of Missouri and offers a variety of social services, made available through this contract. The resources of the four agencies who comprise the Pregnancy Maintenance Network, as well as other health and human service providers throughout the state are utilized in an efficient and effective manner. Each agency employs Missouri staff members and has their facilities physically located in Missouri. Along with employing Missourians, the majority of products used to deliver and document services are purchased in Missouri. These items include office supplies, vehicles, printing services, computers, and gasoline. When possible, preference is given to materials and products made in Missouri.

- **Provide a description of the economic impact returned to the State of Missouri through tax revenue obligations.**

Local and state taxes are paid by the full time employees that have been hired by the agencies of PMN to implement the ATA contract. Along with employing Missourians, the majority of products used to deliver and document services are purchased in Missouri. These items include office supplies, vehicles, printing services, computers, and gasoline.

- **Provide a description of the company's economic presence within the State of Missouri (e.g., type of facilities: sales offices; sales outlets; divisions; manufacturing; warehouse; other), including Missouri employee statistics.**

Lutheran Family and Children's Services of Missouri is a social service agency that employs 210 staff members. LFCS has four regional offices in St. Louis, Cape Girardeau, Springfield and Columbia. Services are also provided through offices in St. Charles, Union and Jefferson City, with additional satellite sites available throughout the state. LFCS total payroll for 2015 within the state of Missouri was \$8.6 million with expenditure reaching over \$11.2 million.

Catholic Charities Kansas City- St. Joseph has offices in St. Joseph, Kansas City and Warrensburg, providing over 60 different programs aimed at reducing poverty and strengthening individuals and families. The agency employs 80 employees with annual salaries of \$3,589,828.00. For calendar year 2015, we paid more than 250 Missouri vendors a total of \$2.6 million.

Good Shepherd Children and Family Services is a social service agency that employs 59 staff. GS operates one site located in University City, Missouri and serves an 11 county area surrounding metropolitan St. Louis. In addition, they share a satellite office with St. Louis Partners located in Hillsboro, Mo. GS FY 2016 budget was in excess of \$3.8 million with total personnel expenses of \$2.6 million.

MBCH Children and Family Ministries employs approximately 180 persons and contracts with several other individuals and businesses for specific purposes. The 2016 budget is established at \$13,595,395 with gross annual payroll for 2016 projected at \$9,062,770. The agency has offices in the following locations: Bridgeton, Peculiar, Mount Vernon, Kansas City, Springfield and Joplin. Services are also provided in Southeast and Central Missouri as well as the Branson area.

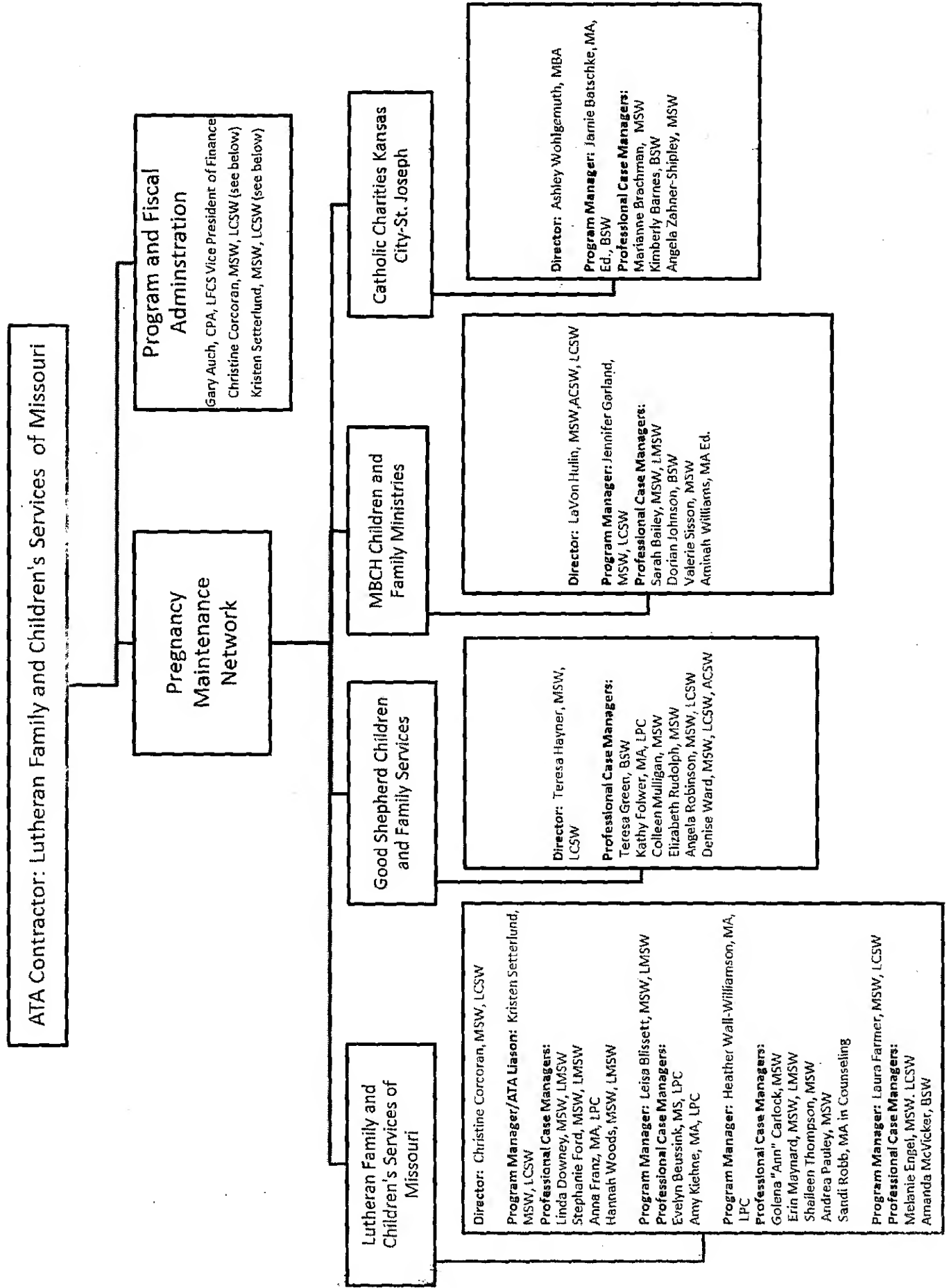


EXHIBIT G

IMPLEMENTATION PLAN

Implementation or Readiness Plan - The vendor should sequentially list and briefly describe the tasks or events proposed for the implementation of the required services. If no tasks or events are required, the vendor should provide a statement of readiness. For each task/event identified, the vendor should identify the number of days required to complete the task/event, the personnel proposed to perform the task/event, and the number of work hours for each person.

- **Completion Day** should be specified as a certain number of days from state agency authorization to proceed with services until completion of the specific task and should be expressed as calendar days, not specific dates.
- **Assigned Personnel** should be identified by name rather than project title unless such personnel are yet to be hired.
- **Workhours** should indicate that time each assigned person will spend on the specific task.

[illegible]

<p>Narrative</p> <p>Exhibit H Client Scenario</p>	<p>Total Price \$3,740 Case management and direct assistance</p>
<p>Jane contacts an ATA provider at 12 weeks gestation. After speaking with Jane and learning more about her situation, an initial intake visit is set up. As transportation can be an issue and Jane lives 25 miles from the nearest office, a home visit was offered and preferred by Jane.</p> <p>When the case manager arrives, there is no one else in the home, so confidentiality is not an issue for this visit. At the intake meeting in Jane's home, her case manager obtains information needed to enroll Jane in the ATA program, including her address and last four digits of her social security number as well as her health and pregnancy history, proof of pregnancy and proof of income. Jane's zip code, as well as other eligibility factors, is used to determine if a referral is appropriate to the MO HealthNet Prenatal Case Management program, Building Blocks program, Missouri Community-Based Home Visiting Program, or the Healthy Start program. During the intake meeting, Jane is assessed for past or present domestic violence and if there is a history, she will be provided with education and resources on the topic. Her case manager will also explore options for her unborn child, which include parenting and adoption. Jane states that she plans to parent at this time, but may want to discuss adoption at a future visit. All of the information obtained at this visit comprises the Initial Client Assessment and the Individual Risk and Needs Assessment.</p> <p>At the intake meeting, Jane and her case manager complete the Individualized Pregnancy Continuation Plan (IPCP), which lists Jane's goals and action steps. As Jane has not applied for public assistance programs yet, her worker makes this a first priority and provides Jane with the information on MO Healthnet, Women, Infants, and Children (WIC), Supplemental Nutrition Assistance Program (SNAP) and child care assistance. Her case manager provides her with an overview of each program, information on where to apply for each service, as well as what documents will be needed for enrollment. Jane has a car, but her budget is tight, so she is provided with a gift card to a local gas station which will allow her to get to her local Family Support Division office to apply for these services.</p> <p>Jane hopes to have a healthy pregnancy and learn basic parenting skills. She and her case manager will begin discussing different topics during future visits, prioritized according to her needs, in preparation for the baby's arrival. These topics will include safe sleep practices and breastfeeding as well as other important prenatal health topics. Discussions will also center around the needs of the baby, both emotionally and physically. During their discussions, Jane expresses her desire for the father to also receive support and education on these topics. The case manager encourages Jane to invite the father to future sessions and offers to meet with him on an individual basis if he prefers. Additional community resources will also be provided to the father based on his assessment of his needs.</p>	<p>These estimates reflect an intensive level of service and may not be typical for all clients.</p> <p>Case management total costs are based on 44 hours of Professional Case Management at \$60 per hour. \$2,640</p> <p>Transportation assistance \$20</p> <p>Parenting skills education: One on one 3.5 hours x \$60 = \$210</p>

<p>During pregnancy, her need for a Pack n' Play and a car seat were discussed. After exploring community resources and finding that there were no current resources for either, Jane was provided with a Pack 'n Play and car seat one month prior to delivery.</p> <p>As Jane nears the end of her pregnancy, she discusses her current income and finances with her case manager more regularly. Together, they develop a budget and evaluate her income and expenses. While a budget for the future is helpful to Jane, the time she will be out of work after delivery will be difficult. The primary plan is to make referrals to community resources for rental assistance. Jane and her case manager learn that there are no resources in Jane's community to help with rent though, only utility assistance. Jane applies for LIHEAP, which will provide utility assistance during this difficult time.</p>	<p>Pack n' Play - \$70 Car Seat - \$50</p>
<p>After determining there are no other resources for rent, Jane will receive one-time rental assistance through the Alternatives to Abortion program, and she and her case manager will continue to meet and discuss her financial situation. Jane provides documentation from her landlord, and arrangements are made with the landlord for the assistance check to be sent as soon as possible. Future housing needs will be discussed during their monthly meetings, now that her family size has grown, and options explored.</p>	<p>Month of Rental Assistance \$500</p>
<p>After the baby is delivered, Jane is ready to go back to work. Her child care assistance was approved during pregnancy for her three other children and her case manager assists her in adding the new baby to her case. Three months after the baby was born, Jane's car broke down. A mechanic looked at the car and there was only one part needed for the car to run smoothly again. Other request was prepared based on information from the mechanic, as well as the value of the car and purchase of the necessary part was approved.</p>	<p>Other Request - Car Repairs \$250</p>
<p>Now that Jane's immediate needs have been addressed, they can begin talking about her other goals. Jane graduated high school and would like to continue her education in the future. Her case manager talked with Jane regarding next steps towards this goal and provided information on programs in her area where she can pursue a degree in nursing. Her case manager is able to continue meeting with her until her youngest child turns a year old to provide resources and support and Jane seeks to achieve this goal, as well as others for her family.</p> <p>In this case scenario, Jane was a committed client that enrolled in the ATA program early in her pregnancy and engaged with her case manager throughout her pregnancy and until her child turned one. As a result, this scenario covered the remaining 7 months of her pregnancy and 12 months of her child's first year of life. It also reflects the more comprehensive intervention provided to a client. Case management/parenting sessions are typically 2-3 hours in length (including travel time) and occur on a monthly basis. The client population of the ATA program can be very transient, so some clients may not take benefit of the entire time of eligible service. Attempts are consistently made by case managers during the time of eligibility to locate current clients and initiate services again.</p>	

MBE/WBE Participation

(Exhibits I and J - Not Applicable)

Miscellaneous Information

EXHIBIT K, continued

(Complete the following if you have the E-Verify documentation and a current Affidavit of Work Authorization already on file with the State of Missouri. If completing Box C, do not complete Box B.)

BOX C - AFFIDAVIT ON FILE - CURRENT BUSINESS ENTITY STATUS

I certify that Lutheran Family and Children's Services of Missouri (Business Entity Name) **MEETS** the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo and have enrolled and currently participates in the E-Verify federal work authorization program with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri. We have previously provided documentation to a Missouri state agency or public university that affirms enrollment and participation in the E-Verify federal work authorization program. The documentation that was previously provided included the following.

- ✓ The E-Verify Employment Eligibility Verification page OR a page from the E-Verify Memorandum of Understanding (MOU) listing the vendor's name and the MOU signature page completed and signed by the vendor and the Department of Homeland Security - Verification Division
- ✓ A current, notarized Affidavit of Work Authorization (must be completed, signed, and notarized within the past twelve months).

Name of Missouri State Agency or Public University* to Which Previous E-Verify Documentation Submitted: Missouri Department of Economic Development

(*Public University includes the following five schools under chapter 34, RSMo: Harris-Stowe State University - St. Louis; Missouri Southern State University - Joplin; Missouri Western State University - St. Joseph; Northwest Missouri State University - Maryville; Southeast Missouri State University - Cape Girardeau)

Date of Previous E-Verify Documentation Submission: 11/12/2015

Previous Bid/Contract Number for Which Previous E-Verify Documentation Submitted: YOP2016-88825

Alan Erdman

Authorized Business Entity Representative's
Name (Please Print)


Authorized Business Entity
Representative's Signature

Lutheran Family and Children's Services of
Missouri

Business Entity Name

February 29, 2016

Date

alane@lfcs.org

E-Mail Address

139986

E-Verify MOU Company ID Number

FOR STATE OF MISSOURI USE ONLY

Documentation Verification Completed By:


Buyer

4-11-16
Date

EXHIBIT K, continued

(Complete the following if you have the E-Verify documentation and a current Affidavit of Work Authorization already on file with the State of Missouri. If completing Box C, do not complete Box B.)

BOX C - AFFIDAVIT ON FILE - CURRENT BUSINESS ENTITY STATUS

I certify that Catholic Charities of Kansas City-St. Joseph, Inc. (Business Entity Name) **MEETS** the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo and have enrolled and currently participates in the E-Verify federal work authorization program with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri. We have previously provided documentation to a Missouri state agency or public university that affirms enrollment and participation in the E-Verify federal work authorization program. The documentation that was previously provided included the following.

- ✓ The E-Verify Employment Eligibility Verification page OR a page from the E-Verify Memorandum of Understanding (MOU) listing the vendor's name and the MOU signature page completed and signed by the vendor and the Department of Homeland Security - Verification Division
- ✓ A current, notarized Affidavit of Work Authorization (must be completed, signed, and notarized within the past twelve months).

Name of Missouri State Agency or Public University* to Which Previous E-Verify Documentation Submitted: Missouri Department of Corrections

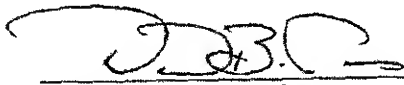
(*Public University includes the following five schools under chapter 34, RSMo: Harris-Stowe State University - St. Louis; Missouri Southern State University - Joplin; Missouri Western State University - St. Joseph; Northwest Missouri State University - Maryville; Southeast Missouri State University - Cape Girardeau.)

Date of Previous E-Verify Documentation Submission: July 1, 2015

Previous Bid/Contract Number for Which Previous E-Verify Documentation Submitted: RFA SDA480-008
(if known)

Daniel B. Powers

Authorized Business Entity Representative's
Name (Please Print)


Authorized Business Entity
Representative's Signature

Catholic Charities of Kansas City-St. Joseph, Inc.
Business Entity Name

March 10th, 2016
Date

dpowers@ccharities.com
E-Mail Address

149066
E-Verify MOU Company ID Number

FOR STATE OF MISSOURI USE ONLY

Documentation Verification Completed By:

Buyer

Date

EXHIBIT K, continued

(Complete the following if you have the E-Verify documentation and a current Affidavit of Work Authorization already on file with the State of Missouri. If completing Box C, do not complete Box B.)

BOX C - AFFIDAVIT ON FILE - CURRENT BUSINESS ENTITY STATES

I certify that Good Shepherd Children and Family Services (Business Entity Name) **MEETS** the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo and have enrolled and currently participates in the E-Verify federal work authorization program with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri. We have previously provided documentation to a Missouri state agency or public university that affirms enrollment and participation in the E-Verify federal work authorization program. The documentation that was previously provided included the following.

- ✓ The E-Verify Employment Eligibility Verification page OR a page from the E-Verify Memorandum of Understanding (MOU) listing the vendor's name and the MOU signature page completed and signed by the vendor and the Department of Homeland Security - Verification Division
- ✓ A current, notarized Affidavit of Work Authorization (must be completed, signed, and notarized within the past twelve months).

Name of Missouri State Agency or Public University* to Which Previous E-Verify Documentation Submitted: Adoption and Foster Care Coalition of Missouri/ Bureau of Financial Services Unit/ Missouri Department of Health and Senior Services.

(*Public University includes the following five schools under chapter 34, RSMo: Harris-Stowe State University - St. Louis; Missouri Southern State University - Joplin; Missouri Western State University - St. Joseph; Northwest Missouri State University - Maryville; Southeast Missouri State University - Cape Girardeau.)

Date of Previous E-Verify Documentation Submission: Approx: 05-27-2010

Previous Bid/Contract Number for Which Previous E-Verify Documentation Submitted: _____ (if known)

Jack Lipin

Authorized Business Entity Representative's
Name (Please Print)


Authorized Business Entity
Representative's Signature

Good Shepherd Children and Family Services
Business Entity Name

March 10, 2016
Date

jlipin@ccstl.org
E-Mail Address

192110
E-Verify MOU Company ID Number

FOR STATE OF MISSOURI USE ONLY

Documentation Verification Completed By:

Buyer

Date

EXHIBIT K, continued

(Complete the following if you have the E-Verify documentation and a current Affidavit of Work Authorization already on file with the State of Missouri. If completing Box C, do not complete Box B.)

BOX C - AFFIDAVIT ON FILE - CURRENT BUSINESS ENTITY STATUS

I certify that MBCH Children and Family Ministries (Business Entity Name) MEETS the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo and have enrolled and currently participates in the E-Verify federal work authorization program with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri. We have previously provided documentation to a Missouri state agency or public university that affirms enrollment and participation in the E-Verify federal work authorization program. The documentation that was previously provided included the following.

- ✓ The E-Verify Employment Eligibility Verification page OR a page from the E-Verify Memorandum of Understanding (MOU) listing the vendor's name and the MOU signature page completed and signed by the vendor and the Department of Homeland Security - Verification Division
- ✓ A current, notarized Affidavit of Work Authorization (must be completed, signed, and notarized within the past twelve months).

Name of Missouri State Agency or Public University* to Which Previous E-Verify Documentation Submitted:

(*Public University includes the following five schools under chapter 34, RSMo: Harris-Stowe State University - St. Louis; Missouri Southern State University - Joplin; Missouri Western State University - St. Joseph; Northwest Missouri State University - Maryville; Southeast Missouri State University - Cape Girardeau.)

Date of Previous E-Verify Documentation Submission: 05-19-11

Previous Bid/Contract Number for Which Previous E-Verify Documentation Submitted: SDA 379/200227 (if known)

Ramona S. Conrad-Cooper
Authorized Business Entity Representative's
Name (Please Print)

Ramona S. Conrad-Cooper
Authorized Business Entity
Representative's Signature

MBCH Children and Family Ministries
Business Entity Name

03-09-16
Date

Ramona.Cooper@mbch.org
E-Mail Address

192636
E-Verify MOU Company ID Number

FOR STATE OF MISSOURI USE ONLY

Documentation Verification Completed By:

Buyer

Date

EXHIBIT L**Certification Regarding
Debarment, Suspension, Ineligibility and Voluntary Exclusion
Lower Tier Covered Transactions**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988, Federal Register (pages 19160-19211).

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS FOR CERTIFICATION)

- (1) The prospective recipient of Federal assistance funds certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Lutheran Family and Children's Services of Missouri

071980353

Company Name

DUNS # (if known)

Alan Erdman

President/CEO

Authorized Representative's Printed Name

Authorized Representative's Title



February 29, 2016

Authorized Representative's Signature

Date

Instructions for Certification

1. By signing and submitting this proposal, the prospective recipient of Federal assistance funds is providing the certification as set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective recipient of Federal assistance funds knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the Department of Labor (DOL) may pursue available remedies, including suspension and/or debarment.
3. The prospective recipient of Federal assistance funds shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective recipient of Federal assistance funds learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective recipient of Federal assistance funds agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the DOL.
6. The prospective recipient of Federal assistance funds further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may but is not required to check the List of Parties Excluded from Procurement or Nonprocurement Programs.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the DOL may pursue available remedies, including suspension and/or debarment.

EXHIBIT M
MISCELLANEOUS INFORMATION

Outside United States:

If any products and/or services offered under this RFP are being manufactured or performed at sites outside the United States, the vendor MUST disclose such fact and provide details in the space below or on an attached page.

Are any of the vendor's proposed products and/or services being manufactured or performed at sites outside the United States?	Yes <u> </u>	No <u> X </u>
If YES, do the proposed products/services satisfy the conditions described in section 4, subparagraphs 1, 2, 3, and 4 of Executive Order 04-09? (see the following web link: http://sl.sos.mo.gov/CMSImages/Library/Reference/Orders/2004/eo_04_009.pdf)	Yes <u> </u>	No <u> </u>
<p>If YES, mark the appropriate exemption below, and provide the requested details:</p> <p>1. <u> </u> Unique good or service.</p> <p style="padding-left: 20px;">• EXPLAIN: _____</p> <p>2. <u> </u> Foreign firm hired to market Missouri services/products to a foreign country.</p> <p style="padding-left: 20px;">• Identify foreign country: _____</p> <p>3. <u> </u> Economic cost factor exists</p> <p style="padding-left: 20px;">• EXPLAIN: _____</p> <p>4. <u> </u> Vendor/subcontractor maintains significant business presence in the United States and only performs trivial portion of contract work outside US.</p> <p style="padding-left: 20px;">• Identify maximum percentage of the overall value of the contract, for any contract period, attributed to the value of the products and/or services being manufactured or performed at sites outside the United States: <u> </u>%</p> <p style="padding-left: 20px;">• Specify what contract work would be performed outside the United States: _____</p>		

Employee/Conflict of Interest:

Vendors who are elected or appointed officials or employees of the State of Missouri or any political subdivision thereof, serving in an executive or administrative capacity, must comply with sections 105.450 to 105.458, RSMo, regarding conflict of interest. If the vendor or any owner of the vendor's organization is currently an elected or appointed official or an employee of the State of Missouri or any political subdivision thereof, please provide the following information:	
Name and title of elected or appointed official or employee of the State of Missouri or any political subdivision thereof:	n/a
If employee of the State of Missouri or political subdivision thereof, provide name of state agency or political subdivision where employed:	n/a
Percentage of ownership interest in vendor's organization held by elected or appointed official or employee of the State of Missouri or political subdivision thereof:	<u> n/a </u> %

EXHIBIT M, continued**Registration of Business Name (if applicable) with the Missouri Secretary of State:**

The vendor should indicate the vendor's charter number and company name with the Missouri Secretary of State. Additionally, the vendor should provide proof of the vendor's good standing status with the Missouri Secretary of State. If the vendor is exempt from registering with the Missouri Secretary of State pursuant to section 351.572, RSMo., identify the specific section of 351.572 RSMo., which supports the exemption.

N00004804 <i>Charter Number (if applicable)</i>	Lutheran Family and Children's Services of Missouri <i>Company Name</i>
If exempt from registering with the Missouri Secretary of State pursuant to section 351.572 RSMo., identify the section of 351.572 to support the exemption:	

STATE OF MISSOURI



Jason Kander
Secretary of State

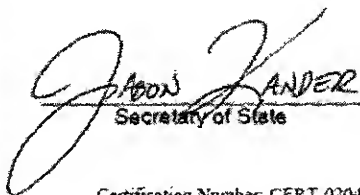
CORPORATION DIVISION
CERTIFICATE OF GOOD STANDING

I, JASON KANDER, Secretary of State of the State of Missouri, do hereby certify that the records in my office and in my care and custody reveal that

LUTHERAN FAMILY AND CHILDREN'S SERVICES OF MISSOURI
N00004804

was created under the laws of this State on the 13th day of February, 1964, and is in good standing, having fully complied with all requirements of this office.

IN TESTIMONY WHEREOF, I hereunto set my hand and cause to be affixed the GREAT SEAL of the State of Missouri. Done at the City of Jefferson, this 4th day of February, 2016.


Secretary of State



Certification Number: CERT-02042016-0009

Attachments

Prenatal Parent Education and Parenting Skills Training Topic: Importance of Prenatal Care

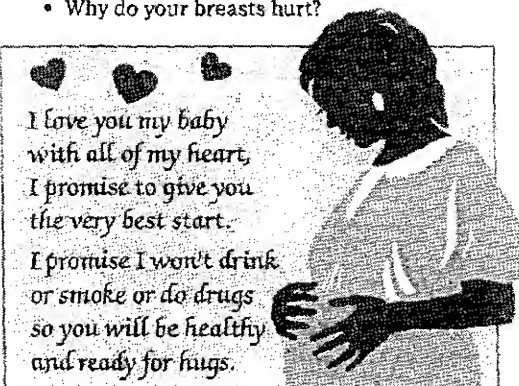
Pregnant?

Here are 12 important reasons
to get monthly check-ups

1. Improve your chances for a healthy baby
 - Help prevent your baby from being born sick
 - Learn what your baby should weigh at birth
 - Learn what "full-term" means
2. Protect your own health

Find out about:

 - possible health risks to you
 - why you get tired
 - the importance of exercise and nutrition
3. Get support from health care providers and other pregnant women
 - Having support helps so much!
 - Establish a trusting relationship with health care providers who you can call for help
4. Learn what the warning symptoms are if something is wrong
 - Is it normal to be dizzy?
 - What if you feel sick to your stomach?
 - What if you get bad cramps?
5. Your questions get answered as your body changes
 - Why do you have to go to the bathroom so often?
 - Should you feel the baby kick?
 - How much weight should you gain?
 - Why do your breasts hurt?



Regular check-ups are important to you and your child!

6. Learn about your growing baby
 - When do your baby's fingers and toes develop?
 - Can your baby hear you?
 - Is your baby awake or sleeping?
7. How to prevent Sexually Transmitted Diseases (STDs)
 - Can you have sex while you are pregnant?
 - Should you be tested for STDs even if you're sure you are okay?
 - If you have an STD, will your baby get it?
8. Learn to eat right for the growing baby
 - Should you take vitamins?
 - What should you be eating everyday?
 - Does good nutrition really make a difference?
 - Do you need to drink milk?
9. Learn what to expect during labor and delivery
 - What is labor?
 - When will you know the baby is ready to come?
 - How long does it take?
 - Do you need to be in a hospital?
10. Find out about taking a childbirth education class
 - Will labor and birth make you really sore?
 - How can you get your weight back down?
 - Learn to take care of yourself after delivery
11. Learn how to feed your infant
 - Learn the great benefits of breastfeeding
 - Learn how often a baby needs to eat
 - Learn how to breastfeed or fix a bottle
12. Learn parenting skills
 - How do you take care of an infant?
 - What if the baby gets sick?

Be good to yourself and your developing baby:
see your health care provider every month.
All of these questions and many more will
get answered. It can make a lifetime of
difference to you and your baby.

**Prenatal Parent Education and Parenting Skills Training Topic:
Importance of Prenatal Care**

HEALTHY PREGNANCY



<http://www.womenshealth.gov>

1-800-994-9662

TDD: 1-888-229-5446

Do's and Don'ts

PRINT-AND-GO GUIDE

Eat this. Don't eat that. Do this. Don't do that. Pregnant women are bombarded with Do's and Don'ts. It's tough to keep it all straight. Pregnancy Do's are listed below. The next page has a list of pregnancy Don'ts.

Pregnancy Do's

- See your doctor regularly. Prenatal care can help keep you and your baby healthy and spot problems if they occur.
- Continue taking folic acid throughout your pregnancy. All women capable of pregnancy should get 400 to 800 micrograms (400 to 800 mcg or 0.4 to 0.8 mg) of folic acid every day. Getting enough folic acid lowers the risk of some birth defects. Taking a vitamin with folic acid will help you to be sure you are getting enough.
- Eat a variety of healthy foods. Include fruits, vegetables, whole grains, calcium-rich foods, lean meats, and a variety of cooked seafood.
- Get all essential nutrients, including iron, every day. Getting enough iron prevents anemia, which is linked to preterm birth and low-birth weight babies. Ask your doctor about taking a daily prenatal vitamin or iron supplement.
- Drink extra fluids, especially water.
- Get moving! Unless your doctor tells you otherwise, physical activity is good for you and your baby.
- Gain a healthy amount of weight. Gaining more than the recommended amount during pregnancy increases a woman's risk for pregnancy complications. It also makes it harder to lose the extra pounds

after childbirth. Check with your doctor to find out how much weight you should gain during pregnancy.

- Wash hands, especially after handling raw meat or using the bathroom.
- Get enough sleep. Aim for 7 to 9 hours every night. Resting on your left side helps blood flow to you and your baby and prevents swelling. Using pillows between your legs and under your belly will help you get comfortable.
- Set limits. If you can, control the stress in your life and set limits. Don't be afraid to say "no" to requests for your time and energy. Ask for help from others.
- Make sure health problems are treated and kept under control. If you have diabetes, control your blood sugar levels. If you have high blood pressure, monitor it closely.
- Ask your doctor before stopping any medicines you take or taking any new medicines. Prescription, over-the-counter, and herbal medicine all can harm your baby.
- Get a flu shot. Pregnant women can get very sick from the flu and may need hospital care. Ask your doctor about the flu vaccine.
- Always wear a seatbelt. The lap strap should go under your belly, across your hips. The shoulder strap should go between your breasts and to the side of your belly. Make sure it fits snugly.
- Join a childbirth or parenting class.

page 1

WOMENSHEALTH.GOV

U.S. Department of Health and Human Services, Office on Women's Health

Prenatal Parent Education and Parenting Skills Training Topic: Importance of Prenatal Care



<http://www.womenshealth.gov>

1-800-994-9662

TDD: 1-888-220-5446

Steer clear of these pregnancy no-nos to help keep you and your baby safe and healthy.

Pregnancy Don'ts

- Don't smoke tobacco. Quitting is hard, but you can do it! Ask your doctor for help. Smoking during pregnancy passes nicotine and cancer-causing drugs to your baby. Smoking also keeps your baby from getting needed nourishment and raises the risk of miscarriage, preterm birth, and infant death.
- Avoid exposure to toxic substances and chemicals, such as cleaning solvents, lead and mercury, some insecticides, and paint. Pregnant women should avoid exposure to paint fumes.
- Protect yourself and your baby from food-borne illness, which can cause serious health problems and even death. Handle, clean, cook, eat, and store food properly.
- Don't drink alcohol. There is no known safe amount of alcohol a woman can drink while pregnant. Both drinking every day and drinking a lot of alcohol once in a while during pregnancy can harm the baby.
- Don't use illegal drugs. Tell your doctor if you are using drugs. Marijuana, cocaine, heroin, speed (amphetamines), barbiturates, and LSD are very dangerous for you and your baby.
- Don't clean or change a cat's litter box. This could put you at risk for toxoplasmosis, an infection that can be very harmful to the fetus.
- Don't eat swordfish, king mackerel, shark, and tilefish, which are high in mercury.
- Avoid contact with rodents and with their urine, droppings, or nesting material. This includes household pests and pet rodents, such as guinea pigs and hamsters. Rodents can carry a virus that can be harmful or even deadly to your unborn baby.
- Don't take very hot baths or use hot tubs or saunas. High temperatures can be harmful to the fetus, or cause you to faint.
- Don't use scented feminine hygiene products. Pregnant women should avoid scented sprays, sanitary napkins, and bubble bath. These products might irritate your vaginal area, and increase your risk of a urinary tract infection or yeast infection.
- Don't douche. Douching can irritate the vagina, force air into the birth canal and increase the risk of infection.
- Avoid x-rays. If you must have dental work or diagnostic tests, tell your dentist or physician that you are pregnant so that extra care can be taken.

HEALTHY PREGNANCY

**Prenatal Parent Education and Parenting Skills Training Topic:
Importance of Prenatal Care**

Shots adults may need

Ask your health-care provider which shots you need—and how many doses. Take this chart with you when you get shots, and keep a record of the shots you receive.

SHOT	DATE(S) GIVEN
Hep A (hepatitis A)	
Hep B (hepatitis B)	
HPV (human papillomavirus) for females	
Influenza (flu)	
Meningococcal	
MMR (measles, mumps, rubella)	
Pneumococcal	
Td (tetanus, diphtheria)	
Tdap (tetanus, diphtheria, pertussis)	
Varicella (chickenpox)	
Other	

32879 January 2007

Immunizations for a Healthy Pregnancy



For additional copies, contact
Missouri Department of Health and Senior Services
P.O. Box 570
Jefferson City, MO 65102-0570
1-800-219-3224

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

Services provided on a nondiscriminatory basis.
Alternative forms of this publication for persons with disabilities may be
obtained by contacting the office listed above.
Hearing impaired citizens telephone number 1-800-735-2966.

**Channing
Bete®**
COMPANY

Prenatal Parent Education and Parenting Skills Training Topic: Importance of Prenatal Care

You and your baby deserve a great start.

Your baby's well-being depends on you.
It's important to:

- Eat healthy foods.
- Get plenty of rest—and the right amount of activity. (Check with your health-care provider before starting an exercise program.)
- Not smoke.
- Not use alcohol or other drugs.
- See your health-care provider regularly.
- Get any immunizations you need.

**Immunizations (shots) can help
protect both of you against
diseases during pregnancy.**

Some shots may also help
prevent birth defects.

Shots can help you
and your baby get
off to a healthy
start together!



Please read:

Talk to a professional! This folder is not a substitute for the advice of a qualified expert. • The photos in this folder are of models. The models have no relation to the issues presented.

2007 Edition
©2004 Channing Bete Company, Inc. All rights reserved. • Printed in USA.
Channing Bete Company, One Connaughey Place, South Deerfield, MA 01275
To reorder call (800) 629-7733 or visit www.channing-bete.com
and ask for item number P333919

(01-07-0)

Price List A

Before you get pregnant

*Find out if you
need any shots.*

Many shots last a lifetime.
However, adults may need
new shots or "booster" shots.
Many shots are safe for
pregnant women, but
a few are not.



**Talk to your
health-care provider.**

He or she can tell you which
shots you need, based on
your age and health history.
He or she can also run simple
tests to see if you need
certain shots.



**Ask about shots today.
Do it for yourself and your baby!**

**Prenatal Parent Education and Parenting Skills Training Topic:
Importance of Prenatal Care**

Know which shots you may need.

If you are pregnant or planning to get pregnant, you may need shots to protect against:

- **influenza (flu)**—If you will be pregnant during flu season, it is recommended that you get the flu shot. (The nasal mist flu vaccine is not considered safe for pregnant women.)
- **tetanus, diphtheria and pertussis**—1 or more shots may be advised if you have never had shots for these diseases or if you need a booster shot.
- **human papillomavirus (HPV)**—You should get the 3 shots for HPV by the time you're 26 and before you become pregnant. The second dose comes 2 months after the first, and third dose comes 6 months after the first.

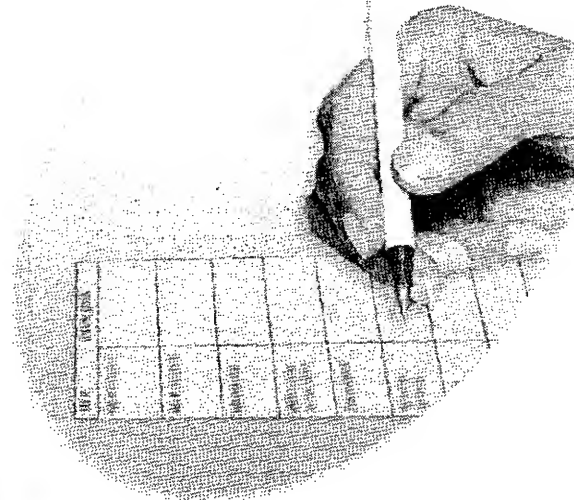
Remember, shots can help protect you and your baby against many serious diseases.



You may also need other shots if you are at special risk for certain diseases, including:

- hepatitis A
- hepatitis B
- meningococcal disease
- pneumococcal disease.

You may be at risk if you plan to travel outside of the U.S., if you are a health-care professional or emergency responder, or for other reasons.



Ask your health-care provider which shots are right for you.

**Prenatal Parent Education and Parenting Skills Training Topic:
Importance of Prenatal Care**

Know which shots to avoid.

Shots you should not get while pregnant or nursing include:

- **MMR**—The shot for measles, mumps and rubella (MMR) can pose a serious risk to your baby. Women should not get pregnant for at least a month after getting the MMR shot.
- **Varicella**—The shot for chickenpox may pose risks during pregnancy. Women should not get pregnant for at least a month after getting this shot.
- **HPV**—The 3 shots for HPV are not recommended during pregnancy. If a woman is found to be pregnant after receiving the first shot, she should delay the next two shots until after the birth.

Ask your health-care provider if any other shots may not be right for you.

If you had a shot for MMR, varicella or HPV—and didn't know you were pregnant—talk to your health-care provider right away.

Ask your health-care provider about the risks and benefits of any shot you're considering. All shots are tested for safety. Even so, it's important to know about any possible risks. Your health-care provider can help you weigh risks and benefits—and decide what's best for you.

Be sure to read the Vaccine Information Statement (VIS). Your health-care provider is required to give you one before any shot.

Shots can help protect you and your baby!

For more information about shots, contact:

Your health-care provider

Your state or local health department

Ask about:

- where to get low- or no-cost shots
- other steps to take to have a healthy pregnancy.

The Centers for Disease Control and Prevention

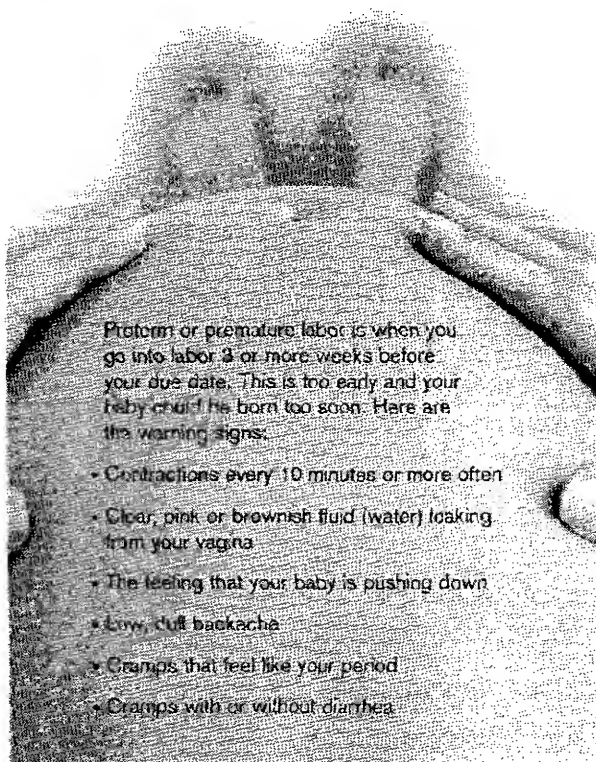
- 1-800-CDC-INFO
(1-800-232-4636)
- 1-888-232-6348 (TTY)
- www.cdc.gov/nip



Shots can help protect you and your baby—and help you get off to a healthy start together!

Prenatal Parent Education and Parenting Skills Training Topic: Importance of Prenatal Care

Know the signs of preterm labor.



Know what to do.

Call your health care provider (nurse, doctor or midwife) or go to the hospital right away if you think you are having preterm labor, or if you have any of the warning signs. Call even if you have only one sign.

Your health care provider may tell you to:

- Come into the office or go to the hospital for a checkup.
- Stop what you are doing. Rest on your left side for one hour.
- Drink 2-3 glasses of water or juice (not coffee or soda).

If the symptoms get worse or do not go away after one hour, call your provider again or go to the hospital. If the symptoms get better, relax for the rest of the day.

Take care of yourself and your baby.

- Get regular prenatal checkups. Start as soon as you know you are pregnant. Go to every appointment.
- Stay away from alcohol and cigarettes. They are not good for you or your baby. Street drugs may start preterm labor.
- Try to avoid stress. Ask family and friends for help.
- If you feel burning or pain when you go to the bathroom, you may have an infection. Call your health care provider.



1-888-MODIMES • marchofdimes.com

© March of Dimes Birth Defects Foundation, 2002 08-1484-01 03/02



visit
marchofdimes.com
call
1-888-MODIMES
e-mail
askus@marchofdimes.com

Saving babies. together

**Prenatal Parent Education and Parenting Skills Training Topic:
Importance of Taking Folic Acid in the Prevention of Neural Tube Defects**

Take folic acid every day!

Folic acid is good for us.

Why?

Because it's good for you! Folic acid is a B vitamin that every cell in your body needs for normal growth and development. Some studies show that it can help protect you from heart disease. If you take it before and during early pregnancy, it can help prevent birth defects of the brain and spine called neural tube defects (NTDs), and birth defects in a baby's mouth called cleft lip and palate. Some studies show it can help prevent heart defects in your baby, too.

How much?

Take a multivitamin that has 400 micrograms of folic acid in it every day. Or you can

eat fortified breakfast cereals or enriched grain products as part of a healthy diet. Look for "fortified" or "enriched" on the product label.

When?

Now! Start taking folic acid every day. It's never too soon to begin protecting your health and your baby's health if you get pregnant.


Want to know more?

marchofdimes.com
facebook.com/marchofdimes
[twitter.com@marchofdimes](https://twitter.com/marchofdimes)



Folic acid is good for me.

**Prenatal Parent Education and Parenting Skills Training Topic:
Impact of Substance Abuse on Pregnancy**



*Give your baby the best chance
of being born healthy.*

9. If you are using alcohol or other drugs and cannot stop, get help. ✓ You may have an addiction. Go to a health care provider or clinic and ask for help.

10. Your health and your baby's health are worth it! ✓ Staying away from alcohol and other drugs gives your baby a good chance of being born strong and healthy.

If you are pregnant and take drugs, your baby could be born with serious problems. Even drugs or medication that are OK for adults could hurt your baby.

For more information or a referral to a program in your area, visit www.drugabuse.gov on the Internet or call the National Institute on Drug Abuse at 1-800-662-4357.

This pamphlet is not a substitute for professional medical care. If you have questions or concerns, please talk with a health care provider.

Written by Mardi Richmond.
Designed by Eva Bernstein. Illustrated by Meg Biddle.
© 2000 Journeyworks Publishing. Revised 2007.
All rights reserved. Please do not duplicate.
Printed on recycled paper.

English Title #5179 (Rev. 6/07) ISBN 1-56885-179-0
Spanish Title #5193 ISBN 1-56885-193-6

For ordering information contact:
JOURNEYWORKS PUBLISHING
P.O. Box 8466 • Santa Cruz • CA 95061
800 • 775 • 1998 www.journeyworks.com

Drug Use and Pregnancy

Ten Things You Should Know



FOR YOU AND YOUR BABY

**Prenatal Parent Education and Parenting Skills Training Topic:
Impact of Substance Abuse on Pregnancy**

DRUG USE AND PREGNANCY

If you are pregnant, using drugs or taking certain medications can hurt you and your baby. Here's what you need to know to give your baby the best chance for a healthy life.

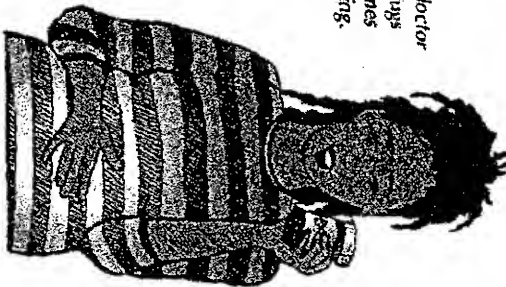
1. Babies whose mothers take drugs while pregnant can be born very sick.
 - ✓ Your baby could be born with a low birthweight or with birth defects.
 - ✓ You may lose your baby (miscarriage).
2. Some problems don't show up until later on.
 - ✓ Your child may have trouble sitting still and learning new things.
 - ✓ Some problems might not show up until your child starts school.



Saying no to drugs gives your baby the best start in life.

3. Tell your health care provider about all drugs that you are taking.
 - ✓ If you use illegal drugs, it may be scary to tell your doctor. But you and your baby's health depend on it.
 - ✓ Tell your doctor about everything - including over-the-counter medicines, prescriptions, cigarettes, alcohol, and illegal drugs.

Talk to your doctor about all drugs and medicines you are taking.



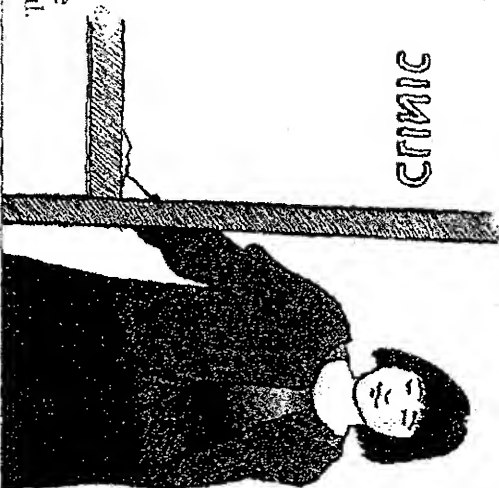
4. If you get sick, talk to your health care provider before taking any medicine.
 - ✓ Some medicines that can help you may hurt your baby.
5. Talk to your health care provider before taking over-the-counter medications.
 - ✓ Medicine that you can buy at the store, like aspirin or cough syrup, may also be harmful.

6. Drugs like marijuana and cocaine can hurt your baby.
 - ✓ Your baby could be born addicted.
 - ✓ He or she may have physical and emotional problems that don't go away.

7. Drinking alcohol during pregnancy is the leading cause of preventable birth defects.
 - ✓ Even small amounts of alcohol may cause birth defects and learning problems.

8. Smoking cigarettes can cause your baby to be born early or too small.
 - ✓ Smoking may also cause stillbirth and sudden infant death syndrome (SIDS).

If you can't stop using drugs, ask for help.



**Prenatal Parent Education and Parenting Skills Training Topic:
Impact of Substance Abuse on Pregnancy**

8.

**You'll Protect Your Baby
from Secondhand Smoke**

- ✓ Infants are more likely to get sick if their parents smoke.
- ✓ If you quit, your baby will be less likely to have colds, bronchitis, ear infections, allergies and asthma.

9.

**You'll Live to See Your
Child Grow**

- ✓ You'll reduce your own risk of lung cancer, heart disease and other illnesses.
- ✓ You'll feel better and live longer to help your baby grow.

10.

Try These Quit Tips

- ✓ Pick a day to quit and stick to it.
- ✓ Throw out all your cigarettes.
- ✓ Drink 6 to 8 glasses of water a day.
- ✓ Chew gum, carrots or celery.
- ✓ Keep your hands busy. Knit a baby blanket. Make a baby album.
- ✓ Ask for support from your family, friends and health care provider.
- ✓ If you can't stop, try to cut back.
- ✓ Think about your growing baby!



Smoking for Two

Smoking is bad for everyone. But if you're pregnant, it can also hurt your unborn baby. So help yourself. Help your baby. Read this pamphlet for 10 great reasons to quit!

HELP YOUR BABY

**Ten Best
Reasons Not
to Smoke
While You're
Pregnant**



HELP YOURSELF

This pamphlet is not a substitute for professional medical care. If you have questions or concerns, please talk with a health care provider.

Written by Tara Leonard.

Designed by Eva Bernstein. Illustrated by Sue Ellen Parkinson
©1996 Journeyworks Publishing. Revised 2005.

All rights reserved. Please do not duplicate.

Printed on recycled paper.

English Title #5069 (Rev. 5/05) ISBN 1-56885-069-7
Spanish Title #5147 ISBN 1-56885-147-2

For ordering information contact:

JOURNEYWORKS PUBLISHING
P.O. Box 8466 • Santa Cruz • CA 95061
800 • 775 • 1998 www.journeyworks.com

**Prenatal Parent Education and Parenting Skills Training Topic:
Impact of Substance Abuse on Pregnancy**

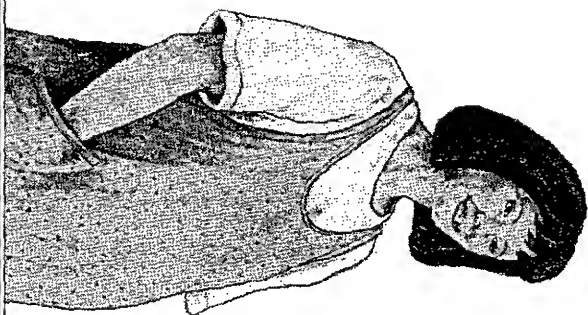
TEN BEST REASONS NOT TO SMOKE WHILE YOU'RE PREGNANT

Are you pregnant or planning to be? You have a special reason to quit smoking – your baby. If you quit now, you can improve your health and protect your baby. So do it for yourself. Do it for your baby. Here are some good reasons to quit smoking.

1.

You Can Do It!

- ✓ Many women quit smoking before they become pregnant or while they are pregnant.
- ✓ You can be one of them.



2.

If You Quit, Your Baby Does Too!

- ✓ When you smoke, the cigarette chemicals reach your baby. They keep your baby from getting the food and oxygen it needs to grow.
- ✓ It's best to quit before you get pregnant. But quitting anytime while you are pregnant will help.

3.

You'll Have a Healthier Pregnancy

- ✓ Women who smoke have a higher risk of bleeding and miscarriage (pregnancy loss).
- ✓ Their babies may also be born too soon.
- ✓ If you quit, your baby is more likely to be born at the right time.

4.

Your Pregnancy May Be Easier

- ✓ Quitting will help you to breathe more easily and cough less.
- ✓ You will have more energy (to carry your baby's extra weight!)
- ✓ Food will taste better. So you may enjoy a healthier diet.

5.

Your Baby Will Be a Healthier Weight

- ✓ Babies born to mothers who smoked during pregnancy weigh less than other babies.
- ✓ Smaller babies get sick more often. They are more likely to die during their first year.
- ✓ If you quit, your baby is more likely to be a healthy weight.



6.

Your Baby's Risk of SIDS Will Be Lower

- ✓ Smoking during pregnancy triples your baby's risk of SIDS (sudden infant death syndrome). If you quit, your baby has a lower risk of SIDS.
- ✓ Your baby is also less likely to be stillborn (born with no signs of life).

7.

Your Breast Milk Will Be Free of Cigarette Chemicals

- ✓ The chemicals in cigarettes also enter your breast milk.
- ✓ Nicotine can cause restlessness, vomiting and diarrhea.
- ✓ Smoking increases your baby's risk of SIDS.
- ✓ Smoking may also reduce your supply of breast milk.

**Prenatal Parent Education and Parenting Skills Training Topic:
Impact of Substance Abuse on Pregnancy**

**You can say "No" to
secondhand smoke.**

- ✓ Post "No Smoking" signs in your home.
- ✓ Toss out cigarettes, matches, lighters and ashtrays.
- ✓ Offer gum and mints as alternatives to smoking.
- ✓ Choose family activities where your baby won't be exposed to smoke.
- ✓ Don't allow smoking in the car.

**Secondhand smoke affects
everyone.**

- ✓ More than 3,000 nonsmokers die each year from lung cancer caused by secondhand smoke.
- ✓ Secondhand smoke causes more than 45,000 deaths from heart disease each year in nonsmokers.

**Protect your baby and yourself
from secondhand smoke!**



Protect your baby!

Babies are fragile – they need to be protected from smoke even before they are born. If you're pregnant, planning to be, or taking care of a baby, read this pamphlet to learn how to keep your baby safe.

Written by Louise Stohrmer.
Designed by Eva Bernstein. Illustrated by Meg Biddle.
Special thanks to all of our reviewers.

2012 Revised and updated.
©2001 Journeyworks Publishing. All rights reserved.
Please do not duplicate. Printed on recycled paper.
English Title #5259 (Rev. 5/12) ISBN 978-1-56885-559-1
Spanish Title #5306 ISBN 978-1-56885-306-2

For ordering information contact:
JOURNEYWORKS PUBLISHING
P.O. Box 4460 • Santa Cruz, CA 95061
800 • 775 • 1998 www.journeyworks.com

KEEP YOUR FAMILY HEALTHY

Secondhand Smoke and Your New Baby



PROTECT YOUR BABY & YOURSELF

**Prenatal Parent Education and Parenting Skills Training Topic:
Impact of Substance Abuse on Pregnancy**

SECONDHAND SMOKE AND YOUR NEW BABY

Babies exposed to smoke are more likely to get sick. Give your baby and yourself the best chance for a healthy life. Here are some tips on how to keep smoke out of your home and away from your baby.

Protect your baby from smoke during pregnancy.

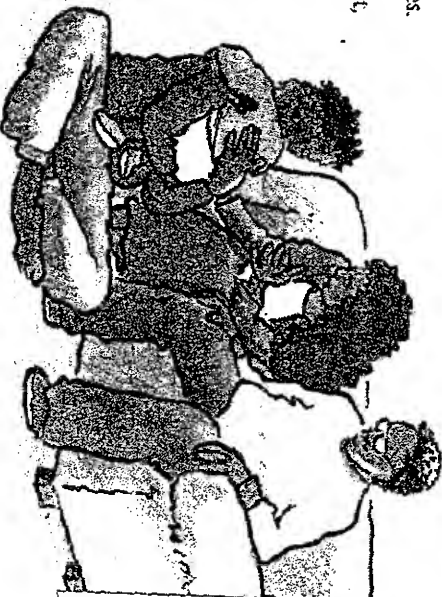
- ✓ If a pregnant woman regularly breathes smoke from someone else's cigarette (secondhand smoke) or smokes, the baby could have weaker lungs than other babies. This can cause serious health problems.
- ✓ Also, if the mother smokes while pregnant, she is more likely to have a miscarriage (end of pregnancy) or have a baby that is born too soon or weighs too little.



For mothers:
If you quit smoking while pregnant, good for you! Now that your baby is born, it is just as important for you to stay smoke free – for your health and your baby's health.

When your baby is born, keep him or her safe from smoke.

- ✓ Babies who breathe secondhand smoke have more colds, ear infections and asthma attacks.
- ✓ Babies exposed to smoke have a greater risk of dying from sudden infant death syndrome (SIDS).
- ✓ Secondhand smoke causes bronchitis and pneumonia in thousands of babies every year.



For fathers and other family members:

Do your part to protect your baby. Don't smoke around your baby's mother while she is pregnant, and don't smoke around the baby after he or she is born! If you can, quit. Support the mother's efforts to quit too. Your baby's health is too important to risk.

Ask others not to smoke around your baby.

- ✓ Your baby is the best reason in the world to be smoke free.
- ✓ If your partner or other family members smoke, ask them to quit with you.
- ✓ Talk to a doctor about stop-smoking aids, classes and support groups.
- ✓ If you can't quit right away, set up a place to smoke outside and away from the baby.
- ✓ If relatives or visitors smoke, ask them to smoke outside. It's not enough to open a window.
- ✓ Be sure day care workers and babysitters don't smoke around the baby.

**Prenatal Parent Education and Parenting Skills Training Topic:
Nutrition and Healthy Eating**

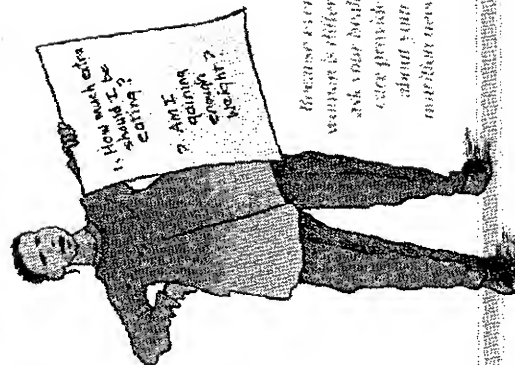
Healthy Eating and Pregnancy

Ten Tips for Good Nutrition



Eating healthy foods during pregnancy can help you feel better. It will also help your baby get the right vitamins and minerals to grow healthy and strong. To learn more, visit www.4women.gov/pregnancy on the Internet.

8. Talk to your health care provider about food safety.
 - ✓ Don't eat raw or undercooked meat, fish, chicken or eggs. Food poisoning is risky for you and your baby.
 - ✓ Some fish have high levels of mercury. Mercury can harm your baby. Ask your doctor how much and which fish are OK to eat.
9. Eat six to eight small meals a day.
 - ✓ This can help with morning sickness and indigestion.
10. Most women need to eat about 300 extra calories each day.
 - ✓ Most women need to gain 25 to 35 pounds during pregnancy.
 - ✓ Ask your health care provider how much weight you should gain.



This pamphlet is not a substitute for professional medical care. If you have questions or concerns, please talk with a health care provider.

Written by Mardi Richmond.
Designed by Eva Bernstein. Illustrated by Meg Biddle.
© 2000 Journeyworks Publishing. Revised 2007.
All rights reserved. Please do not duplicate.
Printed on recycled paper.

English Title #5180 (Rev. 6/07) ISBN 1-56885-180-4
Spanish Title #5194 ISBN 1-56885-5194-4

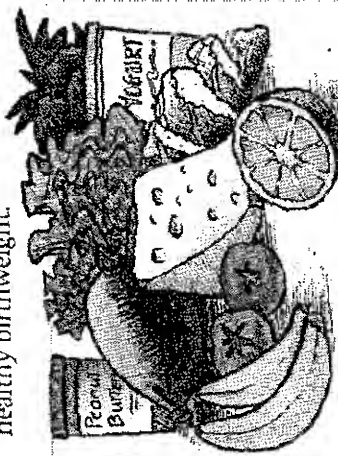
For ordering information contact:

JOURNEYWORKS PUBLISHING
P.O. Box 8486 • Santa Cruz • CA 95061
800.775.1998 www.journeyworks.com

Prenatal Parent Education and Parenting Skills Training Topic: Nutrition and Healthy Eating

Eating healthy foods during pregnancy is one thing you can do to give your baby a good chance of being born healthy.

1. The food you eat helps your baby grow.
- ✓ Good nutrition can help prevent birth defects and help your baby have a healthy birthweight.



2. Each day, eat a variety of healthy foods.

- ✓ Vegetables (4 servings a day)
- ✓ Fruits (3 servings a day)
- ✓ Grains such as bread, cereal, pasta or tortillas (6 servings a day)
- ✓ Milk, cheese or yogurt (4 servings a day)
- ✓ Meat or other protein foods such as beans, peanut butter or tofu (2 servings a day)

A serving may be 1/2 cup of vegetables, one piece of fruit, one slice of bread or an 8-ounce glass of milk.

3. Get plenty of calcium and iron.

- ✓ For calcium, eat four servings of milk, cheese, yogurt, firm tofu or dark green leafy vegetables each day.
- ✓ For iron, eat red meats, beans and whole grains.

4. Eat foods high in folic acid.

- ✓ Getting enough folic acid can help prevent certain types of birth defects. It's important to get enough folic acid before you become pregnant and in early pregnancy.
- ✓ Foods with folic acid include spinach, broccoli, beans, oranges and enriched breads, cereals and rice.
- ✓ You need to get about 400 micrograms of folic acid each day.

Ask your health care provider if taking a prenatal vitamin is right for you.



5. Take a multivitamin daily.

- ✓ Most doctors recommend that pregnant women and women trying to get pregnant take a prenatal vitamin every day.
- ✓ Taking a daily multivitamin is one way to make sure you are getting enough folic acid, calcium and other important vitamins and minerals.

Say no to alcohol and limit caffeine. They may harm your baby.



6. Drink at least six to eight glasses of water each day.

- ✓ You may need to drink even more in hot weather.

7. Say no to alcohol and limit caffeine.

- ✓ Beer, wine and other kinds of alcohol can hurt your baby.
- ✓ Too much caffeine (in coffee, soda, tea and chocolate) may harm your baby. Ask your health care provider about how much caffeine is too much.


**Prenatal Parent Education and Parenting Skills Training Topic:
Breastfeeding**

20 Great Reasons to Breastfeed Your Baby

Some women have concerns about breastfeeding their babies because they have heard inaccurate information about it. They may worry that their milk supply will be inadequate or that breastfeeding will be hard to learn, painful, or inconvenient. Once false ideas about breastfeeding are dispelled, women can make informed decisions based on the facts.

Discuss any concerns about breastfeeding with a lactation consultant or healthcare provider. They can tell you the facts and answer any questions you may have about breastfeeding.

To learn more about breastfeeding your baby, call:

 **Childbirth Graphics®**

Written by Janet Chase Schless, Illustrated by Karen Martin
©1994, 2002 Childbirth Graphics, a division of WGS Group, Ltd.
R03 299-3166 ext. 207 www.childbirthgraphics.com



**Prenatal Parent Education and Parenting Skills Training Topic:
Breastfeeding**

10 Great reasons for you

- 1. Breastfeeding often makes weight loss easier and may help you get your figure back faster.*
- 2. Breastfeeding can help your uterus return to its normal size more quickly.*



- 3. Your breastmilk is always ready: no mixing, measuring, or heating; no sterilization or refrigeration; no cleanup.*
- 4. Nighttime feedings are quicker and easier.*
- 5. Breastfeeding saves money—there's nothing to buy.*

**Prenatal Parent Education and Parenting Skills Training Topic:
Breastfeeding**

6. *Going out is simple. Breastfed babies are easy to take along.*
7. *Breastfeeding helps you feel close to your baby and is a warm and cozy time for both of you.*
8. *You are providing the best nutrition for your baby's growing body.*



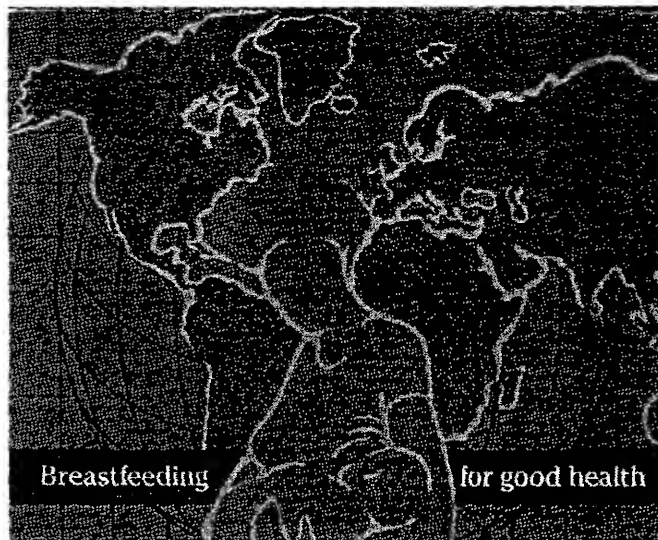
9. *You can read to an older child while you breastfeed your baby. It's a great time for everyone to cuddle.*
10. *Breastfeeding is a special gift that only you can give your baby.*

**Prenatal Parent Education and Parenting Skills Training Topic:
Breastfeeding**

Simply the
healthiest
choice
for you
and
your baby

Originally developed by Debra Swank, RN, BSN, IBCLC
NOODLE SOUP
OF WYNNCART DESIGN
4614 Prescott Avenue, Suite 328, Cleveland, Ohio 44103
Phone: (216) 881-0083 Fax: (216) 881-7177
www.noodlesoup.com • Product #1020
© 1999, 2012 Noodle Soup of Wynnart Design
Photocopying is a violation of federal copyright laws.

Sources
AAP policy statement Breastfeeding and the Use of Breastmilk
AFHKJ Breastfeeding and Maternal and Infant Health Outcomes
in Developed Countries
WHO Evidence on the long-term effects of breastfeeding



**Prenatal Parent Education and Parenting Skills Training Topic:
Breastfeeding**

Your milk is your baby's perfect food

- Infants who are breastfed have fewer health problems than formula-fed babies, including:
 - 50% fewer ear infections
 - 72% fewer recurring ear infections
 - 72% fewer hospital stays for pneumonia and flu
 - 83% fewer colds and sore throats
 - 74% lower risk of asthma
- Breastfed babies spit up less, have less diarrhea, and have fewer stomach aches.
- Sudden Infant Death Syndrome (SIDS) decreases 50% with breastfeeding. This means one in three SIDS deaths could be avoided.
- The risks of leukemia and diabetes, very serious childhood illnesses, are reduced with breastfeeding.

Breastmilk can begin a lifetime of good health for your baby

- Adults who were breastfed have:
 - less diabetes
 - lower rates of high blood pressure
 - lower cholesterol
 - fewer skin problems, including dermatitis
 - less Crohn's disease (chronic diarrhea)
- Breastfeeding helps prevent a lifetime of obesity, reducing adolescent and adult obesity by 15-30%. Breastfed infants learn to eat only what they need, a lesson that can last a lifetime.
- Breast milk is brain food. Some studies show that breastfed children have higher IQs.

Breastfeeding is healthy for mom

- Women who breastfeed lower their risk of several serious diseases, including:
 - high blood pressure
 - high cholesterol
 - heart disease
 - type 2 diabetes
- Breastfeeding provides protection from cancer of the ovaries, reducing a woman's risk by 21%.
- Women who breastfeed longer than 12 months in their life, decrease their risk of breast cancer by 23%.

**Affordable health care
begins with breastfeeding**

Prenatal Parent Education and Parenting Skills Training Topic: Breastfeeding

Breastfeeding tips



Helpful Hints

- Watch your baby, not the clock.
- La Leche League leaders are accredited volunteers who are available to help in person, over the phone, and online. Locate an LLL leader near you at lll.org.

Early Start

- Put baby to the breast to nurse as soon as possible after birth.

How Often?

- Baby needs to nurse 10-12 times in 24 hours. The more you nurse the more milk you will have.
- Frequent breastfeeding stimulates milk production.

Colostrum

- Produced in first few days.
- Small amounts, but concentrated. Perfect for a newborn's tiny stomach.
- Protects against infection.
- Clears meconium—helps reduce jaundice.
- Satisfies baby's thirst and hunger.

Engorgement

- Nurse often!
- Cold compresses or cabbage leaves between feedings to reduce swelling.
- Warm showers or compresses before feeding.
- Soften breasts by expressing some milk.
- Use gentle finger pressure around the base of the nipple to move some of the swelling slightly backward and upward into the breast.

Baby Needs Night Feedings

Easily digested human milk passes quickly

through the digestive system. This is why breastfed babies wake at night to eat.

Enough Milk?

After milk comes in:

- 5-6 wet disposable diapers in 24 hours.
- 2-5 bowel movements per day mean baby is getting enough milk.

Milk Too Weak?

Navel Milk changes throughout the feeding. Express one drop of milk before and after a feeding and see the difference. Foremilk is watery to satisfy thirst. Hindmilk is creamy to satisfy hunger.

Ensuring Adequate Milk Supply

- Finish the first breast first.
- Offer other breast if baby is still hungry.
- Use breast compressions to keep baby interested and awake during feedings.

Sore Nipples

Remember: Correct positioning and latch-on are most important for preventing sore nipples.

- Break suction before taking baby off the breast.
- Offer the least sore breast first.
- Use only plain water for washing.

Blocked Duct

If milk becomes blocked a tender lump may appear in the breast.

- Apply heat.
- Get plenty of rest.
- Nurse frequently.
- Check positioning.

Growth Spurts

Baby may nurse more often at times to build milk supply. "Frequency days" often occur around 3 weeks of age.

Back to Work

- Find out about facilities at work for expressing and storing your milk.
- Best to wait until milk supply is well established.
- Pump or express milk at work.
- Take milk home for the next day's feedings.
- Frequent breastfeeding when at home.

Bottles

- Babies who are feeding well don't need bottles.
- If using a bottle while separated from baby, use a slow-flow nipple. Fast-flow nipples may confuse baby and cause him to reject feeding at the breast.

Latching On

- Sit back comfortably (don't lean over baby).
- Support your breast with one hand.
- Place baby's head on your forearm. Pull baby's feet in close to your other side. Hold baby at level of breast.
- Baby's face and body are turned toward mother.
- Tickle baby's lips, and wait for him to open wide.



- Bring baby to the breast with his head slightly tilted back. Baby's chin will press into the breast first. More of your breast will be covered with his lower jaw.

- When baby is latched well, his chin should be pressed into the breast, and his nose slightly away from it.

Prenatal Parent Education and Parenting Skills Training Topic: Breastfeeding



947 North Plumb, Cedar Road • Schaumburg, IL 60193 USA
815.319.7730 • Fax: 815.359.0350 • 800.441.5445

Claves de la Lactancia



Comienza pronto

- Pon tu bebé al pecho lo antes posible después del parto.

Con qué frecuencia

- El bebé necesita mamar de 10 a 12 veces en 24 horas. Cuanto más amamantes a tu bebé más leche tendrás.
- El amamantamiento frecuente estimula la producción de leche.

Calostro

- Se produce en cantidades pequeñas durante los primeros días (cucharaditas, no onzas).
- Pequeñas cantidades pero concentradas. Perfectas para el pequeño estómago del recién nacido.
- Protege al bebé contra infecciones.
- Facilita la expulsión del meconio—Ayuda a reducir la ictericia.
- Satisface la sed y el hambre del bebé.

Pechos congestionados

- Amamanta con frecuencia!
- Aplica hojas de col o paños fríos entre las tomas para reducir la hinchazón.
- Duchas o paños calientes antes de amamantar.
- Extrae un poco de leche para ablandar tus pechos.
- Presiona ligeramente la base del pezón para mover un poco la hinchazón hacia atrás y hacia arriba en el pecho.
- El bebé necesita comer durante la noche.

La leche materna se digiere fácilmente pasando rápidamente por el sistema digestivo. Es por esto que los bebés amamantados se

despiertan durante la noche para mamar.

¿Suficiente Leche?

Después que baja la leche:

- 5-6 pañales desechables en 24 horas.
- 2-5 evacuaciones al día significan que el bebé está recibiendo suficiente leche.

¿La Leche es muy Rala?

¡Nunca! La leche materna cambia durante una mamada. Extrae una gota de leche antes y después de una mamada y verás la diferencia. Primero la leche es rala para satisfacer la sed. Después la leche es más cremosa para satisfacer el hambre.

Asegurándose de que el bebé reciba lo suficiente

- Terminar el primer pecho primero.
 - Ofrecer el otro pecho si el bebé aún está hambriento
 - Presionar el pecho para mantener al bebé interesado y despierto durante las tomas.
- Pezones adoloridos**
Recuerda: Una posición correcta y la manera como agarra el bebé el pezón son muy importantes para prevenir pezones adoloridos. Lo principal es revisar la posición, el abdomen del bebé frente al tuyo.

- Rompe la succión antes de quitar al bebé del pecho.
- Primero ofrécele el pecho que te duela menos.

- Usa sólo agua al ducharte, sin jabón.

Para Iniciar la Succión

- Siéntate cómodamente (no te agaches sobre tu bebé).
- Sujeta tu pecho con una mano.
- Pon la cabeza de tu bebé sobre el doblaje de tu brazo. Arrima sus piernas a tu cuerpo. Pon tu bebé al nivel de tu pecho.
- Tu bebé debe estar completamente de lado, su abdomen frente al tuyo.
- Cosquillea los labios del bebé y espera hasta que abra muy bien la boca.



- Acerca el bebé al pecho con la cabeza ligeramente echada hacia atrás. La barbilla del bebé será la que presionará el pecho en primer lugar. La mandíbula inferior del bebé cubrirá gran parte del pecho.



- Cuando el bebé esté bien enganchado al pecho, su barbilla estará presionando el pecho mientras que su nariz estará ligeramente separada.

Detalles Útiles

- (Observa a tu bebé, no el reloj)
- Las líderes de la Liga de La Leche son voluntarias acreditadas que atienden en persona, por teléfono y vía internet. Localiza a una líder cerca de ti en www.llli.org.
- Utiliza lanolina pura modificada, como Lanolina HPA o compresas de hidrogel sin forro de algodón para acelerar la cura.
- Para más ayuda comunícate con una líder de LLL.

Conducto tapado

Si se tapa el flujo de la leche un bulto doloroso puede aparecer en el pecho.

- Aplica calor.
- Descansa lo más que puedas.
- Amamanta frecuentemente.
- Revisa la posición en que estás amamantando.

Crisis de crecimiento

A veces el bebé puede querer el pecho más seguido para aumentar la producción de leche. Este crecimiento repentino normalmente ocurre alrededor de las 3 semanas de vida.

Si vas a regresar a trabajar

- Averigua sobre un lugar en tu trabajo para poder extraer y conservar tu leche.
- Lo ideal es esperar hasta que la lactancia esté bien establecida.
- Extrae leche en el trabajo.
- Lleva la leche a la casa para la alimentación del día siguiente.
- Amamanta frecuentemente cuando estés en casa.

Biberones

- Los bebés que se alimentan bien al pecho, no necesitan biberones.
- Si se utilizan biberones en los momentos de separación entre la madre y el bebé, utilizar tetinas de flujo lento. Las tetinas con el flujo muy rápido pueden confundir al bebé y hacer que rechace el pecho.

**Prenatal Parent Education and Parenting Skills Training Topic:
Shaken Baby Syndrome**

Never Shake a baby.

For more information
or assistance, call
your local hospital emergency department or
your pediatrician.

ParentLink Warmline
1-800-552-6522

1-888-480-0008 En Español

**National Center on Shaken
Baby Syndrome**
www.dontshake.org

Report Child Abuse
1-800-392-3738

**Children's
Trust Fund**
The only foundation for Child Abuse Prevention

Shaking Families. Safe Kids

Children's Trust Fund
P.O. Box 1541
Jaffrey, NH 03451-0154
503-515-1427 • fax 503-751-0254
childrenstrust.org

**take a break,
don't shake.**


Shaken Baby Syndrome (SBS), often
known as abusive head trauma, is the
term used to describe the injuries to
an infant's brain and spine that result when
an infant is violently shaken.

You can prevent SBS by taking these
simple steps:

- Be careful when changing a caregiver
for your baby. It's dangerous to
leave your baby with anyone who
doesn't fully understand how to hold
and care for your baby. Make sure that
everyone who cares for your child
knows about the dangers of shaking.
- Provide caregivers permission to call
you anytime they become frustrated.

Children's Trust Fund
www.childrenstrust.org

Prenatal Parent Education and Parenting Skills Training Topic: Shaken Baby Syndrome



Babies Cry...A lot!

- Especially during the first 3 months of life.
- In fact, a normal, healthy baby may cry up to 5 hours or more each day.
- Babies will cry the most at ages 2 months, but have patience.
- After the age of 2 months, your baby will begin to cry less each week.

Crying — the #1 reason babies are shaken or hurt by their caregivers.

Babies Cry...A lot!

Here are some things to help soothe a crying baby:

- First, check to see if your baby is hungry or needs a diaper change.
- Call your doctor if you think your baby might be sick.

Babies Cry...A lot!

Try...


- Rocking, walking or taking with your baby.
- Going for a ride in the car.
- Giving your baby a warm bath.
- Singing or playing a recorded lullaby or other soothing music.

Remember, sometimes your baby will cry no matter what you do.

Babies Cry...A lot!

It's really frustrating!
but if you become too frustrated:

- It's OK to WALK away.
- Take a break. Lay your baby down on his or her back in a safe place.
- Sit down, leave the room, take a deep breath, do anything to calm yourself, and then check on the baby.
- If you still feel overwhelmed, call someone you trust for help.
- Never shake or hurt the baby.



Children's Trust Fund

www.childrenstrust.org

**Shaking a baby is dangerous.
Shaking a baby can cause:**

- Brain damage
- Blindness
- Spinal injuries & paralysis
- Seizures
- Severe learning & behavior problems
- Even death

**Prenatal Parent Education and Parenting Skills Training Topic:
Safe Sleep for Infants (following the 2011 AAP recommendations)**

What Does a Safe Sleep Environment Look Like?

*Reduce the Risk of Sudden Infant Death Syndrome (SIDS)
and Other Sleep-Related Causes of Infant Death*



Use a firm sleep surface, such as a mattress in a safety-approved* crib, covered by a fitted sheet.

Do not use pillows, blankets, sheepskins, or crib bumpers anywhere in your baby's sleep area.

Keep soft objects, toys, and loose bedding out of your baby's sleep area.

Do not smoke or let anyone smoke around your baby.



Make sure nothing covers the baby's head.

Always place your baby on his or her back to sleep, for naps and at night.

Dress your baby in sleep clothing, such as a one-piece sleeper, and do not use a blanket.

Baby's sleep area is next to where parents sleep.

Baby should not sleep in an adult bed, on a couch, or on a chair alone, with you, or with anyone else.

*For more information on crib safety guidelines, contact the Consumer Product Safety Commission at 1-800-638-2772 or <http://www.cpsc.gov>



Ernest K. George, Director
National Institute of Child Health and Human Development



**Prenatal Parent Education and Parenting Skills Training Topic:
Safe Sleep for Infants (following the 2011 AAP recommendations)**

Safe Sleep For Your Baby



- Always place your baby on his or her back to sleep, for naps and at night, to reduce the risk of SIDS.
- Use a firm sleep surface, such as a mattress in a safety-approved* crib, covered by a fitted sheet, to reduce the risk of SIDS and other sleep-related causes of infant death.
- Room sharing—keeping baby's sleep area in the same room where you sleep—reduces the risk of SIDS and other sleep-related causes of infant death.
- Keep soft objects, toys, crib bumpers, and loose bedding out of your baby's sleep area to reduce the risk of SIDS and other sleep-related causes of infant death.
- To reduce the risk of SIDS, women should:
 - Get regular health care during pregnancy, and
 - Not smoke, drink alcohol, or use illegal drugs during pregnancy or after the baby is born.
- To reduce the risk of SIDS, do not smoke during pregnancy, and do not smoke or allow smoking around your baby.
- Breastfeed your baby to reduce the risk of SIDS.
- Give your baby a dry pacifier that is not attached to a string for naps and at night to reduce the risk of SIDS.
- Do not let your baby get too hot during sleep.
- Follow health care provider guidance on your baby's vaccines and regular health checkups.
- Avoid products that claim to reduce the risk of SIDS and other sleep-related causes of infant death.
- Do not use home heart or breathing monitors to reduce the risk of SIDS.
- Give your baby plenty of Tummy Time when he or she is awake and when someone is watching.



Remember Tummy Time!

Place babies on their stomachs when they are awake and when someone is watching. Tummy Time helps your baby's head, neck, and shoulder muscles get stronger and helps to prevent flat spots on the head.

* For more information on crib safety guidelines, contact the Consumer Product Safety Commission at 1-800-638-2772 or <http://www.cpsc.gov>.

For more information about SIDS and the Safe to Sleep® campaign:
Mail: 31 Center Drive, 31/2A32, Bethesda, MD 20893-2425
Phone: 1-800-535-CRIB (2742)
Fax: 1-266-760-3947
Website: <http://safetosleep.nichd.nih.gov>
NIH Pub. No. 12-5755
August 2014

Safe to Sleep® is a registered trademark of the U.S. Department of Health and Human Services.



Eunice Kennedy Shriver National Institute
of Child Health and Human Development

**Prenatal Parent Education and Parenting Skills Training Topic:
Safe Sleep for Infants (following the 2011 AAP recommendations)**



Good to Know

Safe Sleeping

Babies should sleep...
Alone,
on their backs,
in a crib.

SIDS Resources, Inc.
www.sidsresources.org
800-421-7511

First Candle: Bedtime Basics
www.firstcandle.org/bedtimebasics

American Academy of Pediatrics
www.aap.org

Report Child Abuse
1-800-392-3758

ParentLink: Warmline
1-800-462-8332

1-888-420-0009 (NHSpanish)

Missouri KIDS
All Kids are Precious

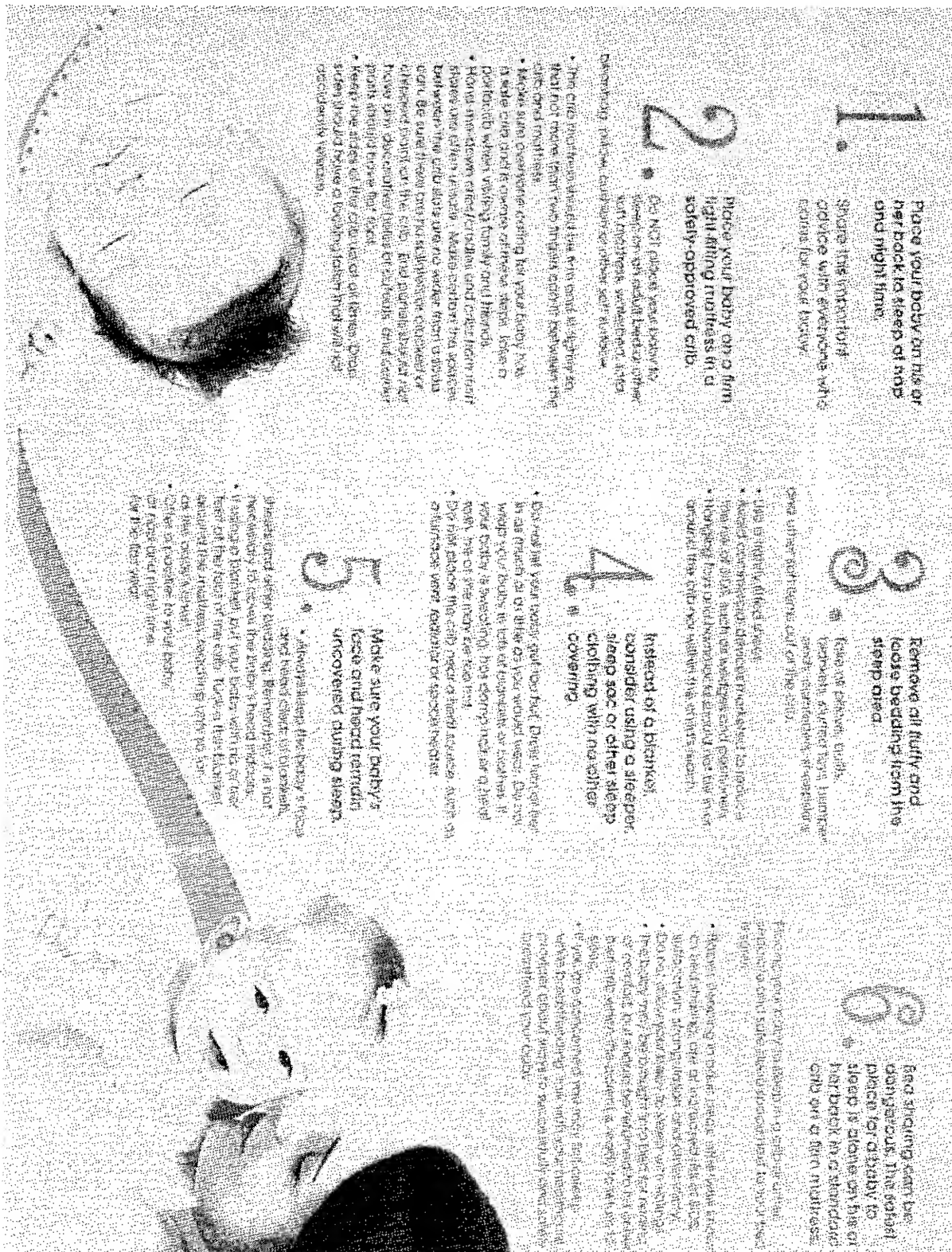
Crib Safe

Safe Sleep for Babies:
A Guide for Parents
& Caregivers

Missouri Children's Trust Fund

Scan QR code (requires app)
to go to www.cf4kids.org

**Prenatal Parent Education and Parenting Skills Training Topic:
Safe Sleep for Infants (following the 2011 AAP recommendations)**



1. Place your baby on his or her back to sleep of nap and night time.
2. Place your baby on a firm, flat, mattress in a crib or bassinet. Do not use a crib mattress with a soft surface, such as a crib with a mattress topper or a crib with a mattress that is not firm. Do not use a crib with a mattress that is not firm. Do not use a crib with a mattress that is not firm.
3. Remove all fluffy and loose bedding from the sleep area. This includes blankets, quilts, pillows, and stuffed animals. Do not use a blanket or blanket that is not firm. Do not use a blanket that is not firm.
4. Instead of a blanket, consider using a sleep sack or other sleep clothing with no sleeves. Do not use a blanket that is not firm. Do not use a blanket that is not firm.
5. Make sure your baby's face and head remain uncovered during sleep. Do not use a blanket that is not firm. Do not use a blanket that is not firm.
6. Bed sharing can be dangerous. The safest place for a baby to sleep is alone on his or her back in a standard crib or in a bassinet.

**Prenatal Parent Education and Parenting Skills Training Topic:
Car Seat Safety**

**ARRIVE
ALIVE**

For more information, contact the Missouri
Department of Transportation Highway
Safety Division at 800-800-3273 (T2373) or
go to www.mdot.org.

**7 out of 10
kids
are at risk in a
traffic crash!**

Car crashes are the No. 1 killer of
kids. Nearly 75 percent of all child
passengers are not used correctly.
Is your child safe?

**Prenatal Parent Education and Parenting Skills Training Topic:
Car Seat Safety**

Play by the Rules


MISSOURI'S CHILD RESTRAINT LAW

Growing Up Safe

As children grow, how they are secured in your car, truck or SUV should change. Save your child from injury or death by buckling them in correctly.


Lap and shoulder safety belts

Children 8 and over or weighing at least 80 pounds or at least 4'9" tall are required to be secured by a safety belt or booster seat appropriate for that child.




Booster seats with lap and shoulder belt

Children ages 4 through 7 who weigh at least 40 pounds must be in an appropriate child safety seat or booster seat unless they are 80 pounds or 4'9" tall.



Child safety seats


Children less than 4 years old or less than 40 pounds must be in an appropriate child safety seat.



10 out of 10 kids

Are at risk in a traffic crash!

As of August 28, 2006, Missouri law requires all children under the age of eight to be in an appropriate child safety seat or booster seat unless they are 80 lbs. or 4'9" tall.



**Prenatal Parent Education and Parenting Skills Training Topic:
Car Seat Safety**

May/June 2012

SAFETY TIP

CAR SEAT SAFETY: Is Your Child in the Correct Seat?

Proper car seat safety and usage has been found to drastically reduce the risk of death for children in car accidents. Research on the impact of using child safety seats has found them to reduce death by 71 percent for infants (under 1 year old) and by 54 percent for toddlers (1-4 years old) in cars. For infants and toddlers in light trucks, the reductions are almost 60% for both infants and toddlers. It is important to choose the right seat for your child.

Baby (or infant-only) car seats: These should always face the rear of the car. They have a weight limit of between 22 and 35 pounds. When your baby reaches the weight or height limits for his infant seat, move him to a rear-facing convertible car seat.



Convertible (or infant-toddler) car seats: These function as both rear-facing seats for babies and toddlers and forward-facing seats for older children. Many new ones are designed to hold a child of up to 40 pounds rear-facing and up to 70 pounds forward-facing. It's safest to leave your child rear-facing as long as possible – in fact, the latest guidelines from the American Academy of Pediatrics (AAP) say to keep your child in a rear-facing car seat until the age of 2, or until he reaches the seat's maximum rear-facing height and weight limits.



Belt-positioning booster seats: These seats are for kids who are at least 4 and weigh at least 40 pounds. They use the regular car lap and shoulder belts to secure the child. Backless boosters are fine when used with an automobile seat that provides head support. According to Missouri Statute, children should remain in a booster seat until they are age 8 OR 80 pounds OR 4'9" tall.

RESOURCES/ LINKS

Missouri Child Safety Passenger Law

<http://www.mo.gov/safety/documents/CPSLnewLawforrevisedinfo.pdf>

How to Choose and Use a Car Seat

http://www.hub.pennstate.edu/parenting/06_car-seat-safety-how-to-choose-and-use-a-car-seat_399.htm

**Prenatal Parent Education and Parenting Skills Training Topic:
Immunizations**

Immunization record

Here are the recommended ages for when a child should get shots. But if your child missed any, ask your child's health-care provider about catch-up shots. Also ask about other shots for children at higher risk—for example, due to a chronic illness or travel.

CHILD'S AGE	SHOT
Birth	Hep B (hepatitis B)
1-2 months	Hep B
2 months	DTaP (diphtheria, tetanus and pertussis) IPV (polio) Hib (<i>Haemophilus influenzae</i> type b) PCV (pneumococcal disease) Rota (rotavirus)
4 months	DTaP IPV Hep B (if needed) Hib PCV Rota
6 months	DTaP Hib (if needed) PCV Rota
6-18 months	Hep B IPV
6-59 months (yearly)	Influenza (flu) with 2 doses needed 1st year
12-15 months	Hib MMR (measles, mumps and rubella) PCV Var (chickenpox)
12-23 months	Hep A (hepatitis A)
15-18 months	DTaP
18+ months	Hep A at least 6 months after 1st dose
4-6 years (before starting school)	MMR DTaP IPV Var
11-12 years	MCV4 (meningococcal disease) Tdap (tetanus, diphtheria and pertussis) HPV (human papillomavirus) for females, with a 2nd dose in 2 months and a 3rd dose in 6 months
	Other:

Source: CDC, 11/10, 12/10, January 2011

Channing
Bete

Shots— For Your Child's Health



For additional copies, contact
Missouri Department of Health and Senior Services
P.O. Box 570
Jefferson City, MO 65102-0570
1-800-219-3224

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER
Services provided on a nondiscriminatory basis.
Alternative forms of this publication for persons with disabilities may be
obtained by contacting the office listed above. Hearing impaired
citizens telephone number 1-800-735-2066.

#875 04/07

**Prenatal Parent Education and Parenting Skills Training Topic:
Immunizations**

Is your child's health at risk?

Yes—unless he or she is protected with shots!

Shots (immunizations) prevent some serious illnesses that cause:

- pain
- fever
- rashes
- coughs
- sore throats
- hearing loss
- blindness
- crippling
- brain damage
- death.



Shots save lives!

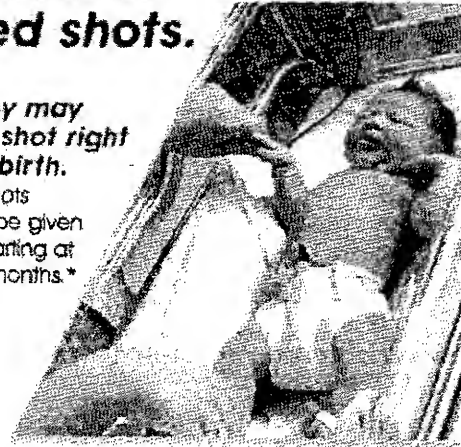
Please read:

Talk to your health-care provider! This folder is not a substitute for the advice of a qualified health-care provider. • The photos in this folder are of models. The models have no relation to the issues presented.

All babies need shots.

A baby may get 1 shot right after birth.

More shots should be given later, starting at 1 or 2 months.*



*Sometimes, 2 or more shots can be combined. Ask if combination shots are available.

If a child did not get shots as a baby,

he or she should still get them. Your child may need shots to go to:

- child care
- camp
- school.



**But don't wait until then.
Your child needs shots now!**

Channing Bete Company®, Inc.
©2002, 2005 Channing Bete Company, Inc. All rights reserved. • Printed in USA.
Channing Bete Company, One Community Place, South Norwalk, MA 01173
To reorder call (800) 523-7703 or visit www.channing-bete.com
and ask for item number P529525

(12-09-E)

EveryReader®
Price List A

**Prenatal Parent Education and Parenting Skills Training Topic:
Immunizations**

Shots can hurt a little.

But they are worth it!



Ask your child's health-care provider what to expect after a shot.

Some side effects include:

- crankiness
- soreness or swelling where the shot was given.
- slight fever (see note)

Other problems are very rare.

Call your child's health-care provider right away if your child:

- has a high fever (see note)
- has seizures
- cries for more than 3 hours
- goes limp or pale
- is hard to wake up
- has other unusual symptoms.

Note: Call your health-care provider if your child is:

- under 3 months and has a rectal temperature of 100.4°F or higher
- older than 6 months and has a rectal temperature of 102°F or higher.
- 3-6 months and has a rectal temperature of 101°F or higher

Read the Vaccine Information Statement (VIS) for each shot your child gets. Your child's health-care provider is required to give you this statement.

Don't stop after 1 shot

Some shots must be given several times.

Make sure your child gets every dose! Even if your child feels a little sick, he or she can usually get a shot.

Ask about shots at each visit to your child's health-care provider.

Make an appointment for the next set of shots. Also, ask if your child—or any other member of your family—needs:

- "catch-up" shots (to make up for shots missed when he or she was younger)
- shots for those at higher risk, such as a yearly flu shot. (A nasal mist flu vaccine may be given to healthy people ages 5 to 49.)



**Prenatal Parent Education and Parenting Skills Training Topic:
Immunizations**

Keep track of all your child's shots.

Keep a record of all shots
your child gets. Bring it to each visit.
Keep the record in a safe place.

**You may need proof
your child has had shots**

before your child can go to child care
or school. Talk to your child's health-care
provider or local health department if:

- your child is in school
and hasn't had all needed shots
- you don't know which shots
your child has had.



Need help paying for shots?

**Your child may be able to
get shots and checkups at no cost**
—or at a very low cost.

For more information,
call your local:

- health department or clinic
- Social Security or Medicaid office.

Or contact the Centers for Disease Control
and Prevention:

- 1-800-CDC-INFO
{1-800-232-4636}
- 1-888-232-6348 (TTY)
- www.cdc.gov/nip.



Prenatal Parent Education and Parenting Skills Training Topic: Immunizations

Protect your child right from the start.

Immunization is the single most important way parents can protect their children against serious diseases.

If your child misses a shot, you don't need to start over, just go back to your child's doctor for the

	Birth	2 Months	4 Months	6 Months	12-15 Months	15-18 Months	19-23 Months	4-6 Years
Hepatitis B	✓	✓	✓	✓	✓	✓	✓	✓
Diphtheria, Tetanus, Pertussis (DTaP)	✓	✓	✓	✓	✓	✓	✓	✓
Haemophilus Influenzae B (Hib)	✓	✓	✓	✓	✓	✓	✓	✓
Poliovirus (Polio)	✓	✓	✓	✓	✓	✓	✓	✓
Pneumococcal Conjugate (PCV)	✓	✓	✓	✓	✓	✓	✓	✓
Measles, Mumps, Rubella (MMR)	✓	✓	✓	✓	✓	✓	✓	✓
Varicella (Chickenpox)	✓	✓	✓	✓	✓	✓	✓	✓
Hepatitis A	✓	✓	✓	✓	✓	✓	✓	✓
Rotavirus (RV)	✓	✓	✓	✓	✓	✓	✓	✓
Tetanus, Diphtheria, Pertussis (Tdap)	✓	✓	✓	✓	✓	✓	✓	✓
Meningococcal Conjugate (MCV)	✓	✓	✓	✓	✓	✓	✓	✓
Human Papillomavirus (HPV)	✓	✓	✓	✓	✓	✓	✓	✓
Influenza	✓	✓	✓	✓	✓	✓	✓	✓

Some of these vaccines may be given in combination, meaning fewer shots.

Each flu season starting at 6 months.

✓ Can be given as early as 12 months, if there is six months

Morison's immunization schedule is compatible with the current recommendations of the Advisory Committee on Immunization Practices (ACIP) in the Centers for Disease Control and Prevention (CDC), the American Academy of Pediatrics (AAP), and the Academy of Family Physicians (AFP). For more information, please call the Missouri Department of Health and Senior Services Immunization Program at 800.219.3236 or visit www.health.mo.gov.

Original

**RESPONSE TO RFPS30034901600477
ALTERNATIVES TO ABORTION PROGRAM**

PROPOSED SERVICE REGIONS: 1, 3, 4, 6, 7, 9

PROPOSAL SUBMITTED BY

LUTHERAN FAMILY AND CHILDREN'S SERVICES OF MISSOURI (LFCS)

On behalf of the Pregnancy Maintenance Network (PMN) collaboration of

Catholic Charities of Kansas City-St. Joseph, Inc.
Good Shepherd Children and Family Services
Lutheran Family and Children's Services of Missouri
MBCH Children and Family Ministries

Contact Name: Christine Corcoran, MSW, LCSW
Director of Child Welfare and Regional Operations
Lutheran Family and Children's Services of Missouri
9666 Olive Boulevard, Suite 400
St. Louis, MO 63132
Direct: 314-754-2731
ChristineC@LFCS.org



STATE OF MISSOURI
OFFICE OF ADMINISTRATION
DIVISION OF PURCHASING (PURCHASING)
REQUEST FOR PROPOSAL (RFP)

SOLICITATION/OPPORTUNITY (OPP) NO.: RFPS30034901600477
TITLE: Alternatives to Abortion Program Services
ISSUE DATE: 2/17/16

REQ NO.: NR 300 30006000002
BUYER: Julie Kleffner
PHONE NO.: (573) 751-7656
E-MAIL: Julie.Kleffner@oa.mo.gov

RETURN PROPOSAL NO LATER THAN: March 29, 2016 AT 2:00 PM CENTRAL TIME (END DATE)

VENDORS ARE ENCOURAGED TO RESPOND ELECTRONICALLY THROUGH [HTTPS://MISSOURIBUYS.MO.GOV](https://missouribuy.mo.gov) BUT MAY RESPOND BY HARD COPY (See Mailing Instructions Below)

MAILING INSTRUCTIONS: Print or type Solicitation/OPP Number and End Date on the lower left hand corner of the envelope or package. Delivered sealed proposals must be in the Purchasing office (301 W High Street, Room 630) by the return date and time.

(U.S. Mail) RETURN PROPOSAL TO: PURCHASING PO BOX 809 JEFFERSON CITY MO 65102-0809	or	(Courier Service) PURCHASING 301 WEST HIGH STREET, RM 630 JEFFERSON CITY MO 65101-1517
---------------------------------------------------------------------------------------------	----	-------------------------------------------------------------------------------------------------

CONTRACT PERIOD: Effective Date of Contract through May 31, 2017

DELIVER SUPPLIES/SERVICES FOB (Free On Board) DESTINATION TO THE FOLLOWING ADDRESS:

Office of Administration
Commissioner's Office
State Capitol Building, Room 125
Jefferson City MO 65101

The vendor hereby declares understanding, agreement and certification of compliance to provide the items and/or services, at the prices quoted, in accordance with all requirements and specifications contained herein and the Terms and Conditions Request for Proposal (Revised 10/19/15). The vendor further agrees that the language of this RFP shall govern in the event of a conflict with his/her proposal. The vendor further agrees that upon receipt of an authorized purchase order from the Division of Purchasing or when a Notice of Award is signed and issued by an authorized official of the State of Missouri, a binding contract shall exist between the vendor and the State of Missouri.

SIGNATURE REQUIRED

DOING BUSINESS AS (DBA) NAME	LEGAL NAME OF ENTITY/INDIVIDUAL FILED WITH IRS FOR THIS TAX ID NO.
MAILING ADDRESS	Lutheran Family and Children's Services of Missouri
9666 Olive Boulevard, Suite 400	IRS FORM 1099 MAILING ADDRESS
CITY, STATE, ZIP CODE	9666 Olive Boulevard, Suite 400
Saint Louis, Missouri 63132-3025	CITY, STATE, ZIP CODE
	Saint Louis, Missouri 63132-3025

CONTACT PERSON		EMAIL ADDRESS	
Christine Corcoran		christinec@lfc.org	
PHONE NUMBER		FAX NUMBER	
314-787-5100, ext. 2731		314-785-7307	
TAXPAYER ID NUMBER (TIN)	TAXPAYER ID (TIN) TYPE (CHECK ONE)		VENDOR NUMBER (IF KNOWN)
43-0652650	<input checked="" type="checkbox"/> FEIN <input type="checkbox"/> SSN		
VENDOR TAX FILING TYPE WITH IRS (CHECK ONE)			
<input type="checkbox"/> Corporation <input type="checkbox"/> Individual <input type="checkbox"/> State/Local Government <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietor <input checked="" type="checkbox"/> IRS Tax-Exempt			
AUTHORIZED SIGNATURE		DATE	
		February 29, 2016	
PRINTED NAME		TITLE	
Alan Erdman		President/CEO	

Table of Contents

Cover page	1
RFP signature page	2
Table of Contents	3
<u>Vendor Qualification</u>	4-6
Exhibit A. Certification	5
IRS Letter – Lutheran Family and Children's Services	6
<u>Cost</u>	7-13
Pricing Pages regions 1, 3, 4, 6, 7, 9	8-13
<u>Vendor's Experience, Reliability and Expertise of Personnel</u>	14-73
Exhibit B. Vendor Information	15-20
Exhibit C. Certification	21
Exhibit D. Current/Prior Experience	22-35
Exhibit E. Expertise of Key Personnel	36-73
<u>Proposed Method of Performance</u>	74-95
Exhibit F. Method of Performance*	75-92
Organizational Chart	92
Exhibit G. Implementation Plan	93
Exhibit H. Client Scenario	94-95
<u>MBE/WBE Participation</u>	96
Exhibit I. & Exhibit J.	n/a
<u>Miscellaneous Information</u>	97-105
Exhibit K. Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization and Documentation (4)	98-101
Exhibit L. Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion Lower Tier Covered Transaction	102
Exhibit M. Miscellaneous Information	103-104
Including Certificate of Good Standing	105
*Exhibit F. Attachments (Prenatal/Parenting Training Handouts)	106-144

Vendor Qualification

EXHIBIT A**CERTIFICATION REGARDING COMPLIANCE WITH SECTION 188.325, RSMO**

Regarding performing, inducing, or assisting in the performing or inducing of or referring for abortions

The vendor certifies, by submission of the proposal and by signing below, that the vendor is not an organization, or an affiliate of organizations, that "perform or induce, assist in the performing or inducing of or refer for abortions".

Alan Erdman, President CEO Lutheran Family and Children's Services of Missouri

Name and Title of Authorized Representative



Signature

February 29, 2016

Date

Department of the Treasury
Internal Revenue ServiceP.O. Box 2508, Room 4010
Cincinnati OH 45201In reply refer to: 4077589886
Feb. 27, 2015 LTR 4167C 0
43-0652650 000000 00

00037675

BODC: TE

LUTHERAN FAMILY AND CHILDRENS
SERVICES OF MISSOURI
9666 OLIVE BLVD STE 400
SAINT LOUIS MO 63132

027033

Employer Identification Number: 43-0652650
Group Exemption Number: 9385
Person to Contact: Mr. Schatz
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Jan. 20, 2015, request for information about your tax-exempt status.

Our records indicate that you were issued a determination letter in April 1957, and that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Based on the information supplied, we recognized the subordinates named on the list you submitted as exempt from Federal income tax under section 501(c)(3) of the Code.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106 and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Tamera Ripperda
Director, Exempt Organizations

Cost

GEOGRAPHIC REGION 1		
Item #	Description	Pricing
PROFESSIONAL CASE MANAGEMENT		
1	Face-to-Face Professional Case Management	\$ <u>60</u> firm, fixed price per hour
2	Home Visit Professional Case Management	\$ <u>60</u> firm, fixed price per hour
3	Non Face-to-Face Professional Case Management	\$ <u>30</u> firm, fixed price per hour
NON-PROFESSIONAL CASE MANAGEMENT		
4	Face-to-Face Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
5	Home Visit Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
6	Non Face-to-Face Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
PRENATAL PARENT EDUCATION AND PARENTING SKILLS TRAINING		
7	Prenatal Parent Education and Parenting Skills Training/Classes, per individual client	\$ <u>60</u> firm, fixed price per hour, per client
8	Prenatal Parent Education and Parenting Skills Training/Classes, more than one client in a group setting	\$ <u>25</u> firm, fixed price per hour, per group
ESTABLISHING AND PROMOTING RESPONSIBLE PATERNITY TRAINING		
9	Establishing and Promoting Responsible Paternity Training/Classes, per individual client	\$ <u>60</u> firm, fixed price per hour, per client
10	Establishing and Promoting Responsible Paternity Training/Classes, more than one client in a group setting	\$ <u>25</u> firm, fixed price per hour, per group
HOUSING		
11	Residential Care	\$ <u>100</u> firm, fixed price per day (maximum \$100)
12	Emergency Shelter Housing	\$ <u>60</u> firm, fixed price per day (maximum \$60)
13	Housing Assistance	\$ <u>500</u> guaranteed not-to-exceed price per client, per month (maximum \$600)
ADMINISTRATIVE COST		
14	Administrative Cost	<u>7</u> % firm, fixed percentage (maximum 8%)

GEOGRAPHIC REGION 3		
Item #	Description	Pricing
PROFESSIONAL CASE MANAGEMENT		
29	Face-to-Face Professional Case Management	\$ <u>60</u> firm, fixed price per hour
30	Home Visit Professional Case Management	\$ <u>60</u> firm, fixed price per hour
31	Non Face-to-Face Professional Case Management	\$ <u>30</u> firm, fixed price per hour
NON-PROFESSIONAL CASE MANAGEMENT		
32	Face-to-Face Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
33	Home Visit Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
34	Non Face-to-Face Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
PRENATAL PARENT EDUCATION AND PARENTING SKILLS TRAINING		
35	Prenatal Parent Education and Parenting Skills Training/Classes, per individual client	\$ <u>60</u> firm, fixed price per hour, per client
36	Prenatal Parent Education and Parenting Skills Training/Classes, more than one client in a group setting	\$ <u>25</u> firm, fixed price per hour, per group
ESTABLISHING AND PROMOTING RESPONSIBLE PATERNITY TRAINING		
37	Establishing and Promoting Responsible Paternity Training/Classes, per individual client	\$ <u>60</u> firm, fixed price per hour, per client
38	Establishing and Promoting Responsible Paternity Training/Classes, more than one client in a group setting	\$ <u>25</u> firm, fixed price per hour, per group
HOUSING		
39	Residential Care	\$ <u>100</u> firm, fixed price per day (maximum \$100)
40	Emergency Shelter Housing	\$ <u>60</u> firm, fixed price per day (maximum \$60)
41	Housing Assistance	\$ <u>500</u> guaranteed not-to-exceed price per client, per month (maximum \$600)
ADMINISTRATIVE COST		
42	Administrative Cost	<u>7</u> % firm, fixed percentage (maximum 8%)

GEOGRAPHIC REGION 4		
Item #	Description	Pricing
PROFESSIONAL CASE MANAGEMENT		
43	Face-to-Face Professional Case Management	\$ <u>60</u> firm, fixed price per hour
44	Home Visit Professional Case Management	\$ <u>60</u> firm, fixed price per hour
45	Non Face-to-Face Professional Case Management	\$ <u>30</u> firm, fixed price per hour
NON-PROFESSIONAL CASE MANAGEMENT		
46	Face-to-Face Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
47	Home Visit Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
48	Non Face-to-Face Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
PRENATAL PARENT EDUCATION AND PARENTING SKILLS TRAINING		
49	Prenatal Parent Education and Parenting Skills Training/Classes, per individual client	\$ <u>60</u> firm, fixed price per hour, per client
50	Prenatal Parent Education and Parenting Skills Training/Classes, more than one client in a group setting	\$ <u>25</u> firm, fixed price per hour, per group
ESTABLISHING AND PROMOTING RESPONSIBLE PATERNITY TRAINING		
51	Establishing and Promoting Responsible Paternity Training/Classes, per individual client	\$ <u>60</u> firm, fixed price per hour, per client
52	Establishing and Promoting Responsible Paternity Training/Classes, more than one client in a group setting	\$ <u>25</u> firm, fixed price per hour, per group
HOUSING		
53	Residential Care	\$ <u>100</u> firm, fixed price per day (maximum \$100)
54	Emergency Shelter Housing	\$ <u>60</u> firm, fixed price per day (maximum \$60)
55	Housing Assistance	\$ <u>500</u> guaranteed not-to-exceed price per client, per month (maximum \$600)
ADMINISTRATIVE COST		
56	Administrative Cost	<u>7</u> % firm, fixed percentage (maximum 8%)

GEOGRAPHIC REGION 6		
Item #	Description	Pricing
PROFESSIONAL CASE MANAGEMENT		
71	Face-to-Face Professional Case Management	\$ <u>60</u> firm, fixed price per hour
72	Home Visit Professional Case Management	\$ <u>60</u> firm, fixed price per hour
73	Non Face-to-Face Professional Case Management	\$ <u>30</u> firm, fixed price per hour
NON-PROFESSIONAL CASE MANAGEMENT		
74	Face-to-Face Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
75	Home Visit Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
76	Non Face-to-Face Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
PRENATAL PARENT EDUCATION AND PARENTING SKILLS TRAINING		
77	Prenatal Parent Education and Parenting Skills Training/Classes, per individual client	\$ <u>60</u> firm, fixed price per hour, per client
78	Prenatal Parent Education and Parenting Skills Training/Classes, more than one client in a group setting	\$ <u>25</u> firm, fixed price per hour, per group
ESTABLISHING AND PROMOTING RESPONSIBLE PATERNITY TRAINING		
79	Establishing and Promoting Responsible Paternity Training/Classes, per individual client	\$ <u>60</u> firm, fixed price per hour, per client
80	Establishing and Promoting Responsible Paternity Training/Classes, more than one client in a group setting	\$ <u>25</u> firm, fixed price per hour, per group
HOUSING		
81	Residential Care	\$ <u>100</u> firm, fixed price per day (maximum \$100)
82	Emergency Shelter Housing	\$ <u>60</u> firm, fixed price per day (maximum \$60)
83	Housing Assistance	\$ <u>500</u> guaranteed not-to-exceed price per client, per month (maximum \$600)
ADMINISTRATIVE COST		
84	Administrative Cost	<u>7</u> % firm, fixed percentage (maximum 8%)

GEOGRAPHIC REGION 7		
Item #	Description	Pricing
PROFESSIONAL CASE MANAGEMENT		
85	Face-to-Face Professional Case Management	\$ <u>60</u> firm, fixed price per hour
86	Home Visit Professional Case Management	\$ <u>60</u> firm, fixed price per hour
87	Non Face-to-Face Professional Case Management	\$ <u>30</u> firm, fixed price per hour
NON-PROFESSIONAL CASE MANAGEMENT		
88	Face-to-Face Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
89	Home Visit Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
90	Non Face-to-Face Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
PRENATAL PARENT EDUCATION AND PARENTING SKILLS TRAINING		
91	Prenatal Parent Education and Parenting Skills Training/Classes, per individual client	\$ <u>60</u> firm, fixed price per hour, per client
92	Prenatal Parent Education and Parenting Skills Training/Classes, more than one client in a group setting	\$ <u>25</u> firm, fixed price per hour, per group
ESTABLISHING AND PROMOTING RESPONSIBLE PATERNITY TRAINING		
93	Establishing and Promoting Responsible Paternity Training/Classes, per individual client	\$ <u>60</u> firm, fixed price per hour, per client
94	Establishing and Promoting Responsible Paternity Training/Classes, more than one client in a group setting	\$ <u>25</u> firm, fixed price per hour, per group
HOUSING		
95	Residential Care	\$ <u>100</u> firm, fixed price per day (maximum \$100)
96	Emergency Shelter Housing	\$ <u>60</u> firm, fixed price per day (maximum \$60)
97	Housing Assistance	\$ <u>500</u> guaranteed not-to-exceed price per client, per month (maximum \$600)
ADMINISTRATIVE COST		
98	Administrative Cost	<u>7</u> % firm, fixed percentage (maximum 8%)

GEOGRAPHIC REGION 9		
Item #	Description	Pricing
PROFESSIONAL CASE MANAGEMENT		
113	Face-to-Face Professional Case Management	\$ <u>60</u> firm, fixed price per hour
114	Home Visit Professional Case Management	\$ <u>60</u> firm, fixed price per hour
115	Non Face-to-Face Professional Case Management	\$ <u>30</u> firm, fixed price per hour
NON-PROFESSIONAL CASE MANAGEMENT		
116	Face-to-Face Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
117	Home Visit Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
118	Non Face-to-Face Non-Professional Case Management	\$ <u>10</u> firm, fixed price per hour
PRENATAL PARENT EDUCATION AND PARENTING SKILLS TRAINING		
119	Prenatal Parent Education and Parenting Skills Training/Classes, per individual client	\$ <u>60</u> firm, fixed price per hour, per client
120	Prenatal Parent Education and Parenting Skills Training/Classes, more than one client in a group setting	\$ <u>25</u> firm, fixed price per hour, per group
ESTABLISHING AND PROMOTING RESPONSIBLE PATERNITY TRAINING		
121	Establishing and Promoting Responsible Paternity Training/Classes, per individual client	\$ <u>60</u> firm, fixed price per hour, per client
122	Establishing and Promoting Responsible Paternity Training/Classes, more than one client in a group setting	\$ <u>25</u> firm, fixed price per hour, per group
HOUSING		
123	Residential Care	\$ <u>100</u> firm, fixed price per day (maximum \$100)
124	Emergency Shelter Housing	\$ <u>60</u> firm, fixed price per day (maximum \$60)
125	Housing Assistance	\$ <u>500</u> guaranteed not-to-exceed price per client, per month (maximum \$600)
ADMINISTRATIVE COST		
126	Administrative Cost	<u>7</u> % firm, fixed percentage (maximum 8 %)

**Vendor's
Experience,
Reliability and
Expertise of
Personnel**

EXHIBIT B**VENDOR INFORMATION**

The vendor should provide the following information about the vendor's organization:

- 1. Provide a brief company history, including the founding date and number of years in business as currently constituted.**

Lutheran Family and Children's Services of Missouri (LFCS) traces its history back 148 years. What began as an orphans' home in 1868 transformed into an incorporated social service agency in the 1960's. LFCS first obtained a Child-Placing license in 1962, shortly after that process became available. The agency's current structure and Certificate of Incorporation is dated February 13, 1964. Currently, LFCS has 210 employees. Offices include sites in the greater St. Louis area, Cape Girardeau, Springfield, and Columbia, and offices in St. Charles, Union and Jefferson City.

- 2. Describe the nature of the vendor's business, type of services performed, etc. Identify the vendor's website address, if any.**

Lutheran Family and Children's Services of Missouri has agreed to take the lead in responding to RFPS30034901600477 on behalf of the Adoption and Foster Care Coalition of Missouri (AFCC), which is a current service provider of Alternatives to Abortion services through contract with the Office of Administration. The AFCC will be dissolving upon completion of the current Alternatives to Abortion contract. The advocacy portion of the AFCC has been absorbed by the Missouri Coalition of Children's Agencies, which left the primary role of AFCC the maintenance and provision of the Alternatives to Abortion funds through the Pregnancy Maintenance Network (PMN). It was determined that it would be more effective for the existing partners to continue to provide services with LFCS serving as the lead agency. The four agencies that make up the PMN are Lutheran Family and Children's Services of Missouri, Catholic Charities of Kansas City-St. Joseph, Inc., Good Shepherd Children and Family Services, and MBCH Children and Family Ministries. These agencies provide counseling, support and direct services for pregnant women, so they can achieve a healthy outcome for both themselves and their children. The Pregnancy Maintenance Network (PMN) has provided services under the ATA contract since its inception in the mid-nineties. The partner agencies of the PMN are described below.

Lutheran Family and Children's Services of Missouri provides pregnancy counseling, foster care, adoption, mentoring, child care and disaster response programs. As a multi-program social agency, LFCS programs focus on providing children, individuals, and families greater hope and resources to live a full and productive life. Program services strive to strengthen families, prevent and treat the results of abuse and neglect, and support mental health. LFCS serves hundreds of pregnant and newly parenting women across Missouri each year. In order to do that, the agency engages in effective community partnerships and successfully administers state and local service contracts. LFCS staff provide comprehensive case management, direct assistance, relevant external referrals, and evidence-based family-strengthening strategies, to affect healthy outcomes.

Lutheran Family and Children's Services of Missouri website: www.lfcsmo.org

Since 1879, **Catholic Charities of Kansas City - St. Joseph, Inc. (CC-KC)**, has touched the lives of thousands of individuals and families by providing social services regardless of race, gender, economic or religious background. Catholic Charities provides adoption services, services to pregnant women, foster care, teen community awareness, mental health services, education and training, community services, homeless prevention, financial stability, foreclosure intervention and senior care services. While the organization is driven by Catholic Social Teachings, approximately 75% of the people served by Catholic Charities are not of Catholic faith.

Catholic Charities of Kansas City – St. Joseph website: www.catholiccharities-kcsj.org/

Good Shepherd Children and Family Services (GS) is a non-profit organization that provides a continuum of services for children and families. Licensed to provide child placing services as well as residential care-- specifically a maternity residential program for pregnant and parenting young women which offers family focus when applicable. GS has a full foster care program providing case management and resource development. The Expectant Parent program offers counseling and case management services for women of all ages who need support around their pregnancy. Adoption programming provides screening, assessment, placement and post placement services for adoptive families.

Good Shepherd Children and Family Services website: www.goodshepherdstl.org

MBCH Children and Family Ministries has served countless numbers of children and families since 1886 through its residential programs. In more recent years, the agency has greatly expanded its community-based services. Residential services include therapeutic group homes and transitional living (both group home and scattered sites), a maternity home, a home for developmentally disabled adults, and human trafficking rescue (adults and minors). Community-based services include family reunification services, family foster care (case management), treatment foster care, adoption services, foster care services, relative/kinship care services, respite care services, training and assessments for foster and/or adoptive parents, and in home pregnancy services.

MBCH Children and Family Ministries website: www.mbchcfm.org

3. Provide a list of and a short summary of information regarding the vendor's current contracts for similar services.

The Pregnancy Maintenance Network agencies hold a number of contracts for various social services. They are described below.

Alternatives to Abortion (ATA) contract: This contract is administered by the Missouri Office of Administration. The Adoption and Foster Care Coalition (AFCC) holds the contract and Lutheran Family and Children's Services of Missouri, Catholic Charities KC-St. Joseph, Good Shepherd Children and Family Services, and MBCH Children and Family Ministries are subcontractors under AFCC. Services have been provided under this contract since 1997.

Contract held by AFCC; Lutheran Family and Children's Services of Missouri, Catholic Charities Kansas City-St. Joseph, Good Shepherd Children and Family Services, and MBCH Children and Family Ministries are subcontractors.

Foster Care Adoption Resource Services contract: Lutheran Family and Children's Services holds the contract with the Children's Division. This contract includes training and assessment for prospective foster and adoptive families referred by the state agency. Services have been provided under this contract and its predecessors since the mid 1990s. MBCH provides resources through the Foster Care/Adoption Resource Services, Training, and Consultation contract for many circuits statewide, and particularly in the Southeast area.

Contract held by Lutheran Family and Children's Services of Missouri with subcontractor Good Shepherd Children and Family Services; MBCH also holds the contract.

Recruitment, Licensure/Approval, & Retention of Missouri Resource Homes: This is a pilot contract awarded to Cornerstones of Care to provide services for the recruitment, recommendation for licensure/approval, and maintenance/retention of resource homes for children in Children's Division custody.

Contract: MBCH Children and Family Ministries is a subcontractor of Cornerstones of Care.

Nurturing Kids and Nurturing Teens contracts: Lutheran Family and Children's Services and Good Shepherd Children and Family Services both hold contracts with the St. Louis County Children's Service Fund. The contract services are to offer education, case management, counseling and guidance to families toward achieving a stable home environment. Services have been provided under this contract since August 2010, when the first awards were made.

Contracts held by Lutheran Family and Children's Services and Good Shepherd Children and Family Services.

Intensive Family Reunification Services (IFRS): MBCH Children and Family Ministries was awarded the Intensive Family Reunification Services contract in southwest Missouri and began offering service in 2007. MBCH CFM has one case manager assigned to this program. This program has had excellent outcomes and resulted in the continuous success of numerous families.

Contract held by MBCH Children and Family Ministries.

Performance Based Foster Care Case Management contract:

The purpose of the Foster Care Case Management program is to serve children, birth parents, relatives, and adoptive parents. The agency provides all case management activities for the children and families assigned by the Children's Division. Such services include but are not limited to crisis intervention, placement services and supervision, referrals and authorizations for services through community providers, permanency planning, court testimony, facilitation of parent/child and sibling visits, and all other activities associated with foster care case management. In addition, agencies may recruit, train, and license foster/adoptive homes. The goal of the program is to find safe, stable, and permanent homes for children.

Contract held by Our Little Haven Service Agency. Lutheran Family and Children's Services of Missouri and Good Shepherd Children and Family Services are two of the subcontractors.

Contract held by Missouri Alliance for Children and Families, Cornerstones of Care. MBCH Children and Family Ministries is a member agency of MACF and provides services under this contract. MBCH Children and Family Ministries is a subcontractor of Cornerstones of Care for this work.

Residential Services: Therapeutic group home services are provided on MBCH's Byrne Campus (Kansas City area), and the Hutchens Campus (Mount Vernon). Emergency shelter services are also provided at these same locations through contract with the Children's Division.

Contract held by MBCH Children and Family Ministries.

Transitional Living Program Contract: Transitional living services are provided through the Transitional Living Program Contract with the state of Missouri in southwest Missouri with two group homes on the Hutchens Campus and ten apartments for scattered site services in Springfield. The Lowe-Frillman campus in St. Louis has one group home and two apartments.

Contract held by MBCH Children and Family Ministries.

TurnAround Program: The purpose of the TurnAround Program is to provide support for families of incarcerated individuals and offer a new start for persons leaving prison including case management, emergency assistance, and help with re-integration needs such as birth certificate/ID cards, clothing, and employment and treatment referrals. The program serves 200+ clients per year.

Contract held by Catholic Charities Kansas City-St. Joseph.

4. List, identify, provide reasons for each contract/client gained and lost in the past two (2) years.

Regarding contracts gained by the Pregnancy Maintenance Network member agencies, the St. Louis County Children's Service Fund awarded Lutheran Family and Children's Services (LFCS) and Good Shepherd (GS) with contracts for the Nurturing Kids and Nurturing Teens programs in 2015. The Foster Care Adoption Resource contract was awarded to LFCS with an effective date of October 2009 and GS is a subcontractor of LFCS for that state contract. Catholic Charities Kansas City -St. Joseph (CC-KC) maintains contracts that can be renewed annually with MHDC, Shelter Plus Care, Missouri Office of Administration, HUD and SSVF. In the past two years, CC-KC has gained 2 contracts with the Department of Corrections, one with the Department of Labor, one with Missouri's Children's Trust Fund, one with the Missouri Housing Trust Fund and several with Department of Housing and Urban Development. Several CC-KC contracts ended with the Department of Corrections and City/County/State HPRP projects. LFCS did not apply for the most recent Crisis Care contracts.

5. In the table below, indicate if the vendor is a not-for-profit entity that promotes one or more of the following four (4) purposes established by Congress under 42 U.S.C. Section 601 of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996. If a not-for-profit entity, describe past experience relative to the four (4) purposes.

Not-for-profit entity that promotes one or more of the following (4) purposes: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Purposes Identify specific information about experience:	Clearly identify and describe the experience
Providing assistance to needy families so that children may be cared for in their own homes or in the homes of relatives	All of the agencies providing services under this contract and others target families who are living in poverty and are at risk for child abuse and neglect. The majority of services are provided in the home. Our case management services are designed to assist families in maintaining their children in their homes.
Ending the dependence of needy parents on	Our treatment planning with parents focuses on

government benefits by promoting job preparation, work, and marriage	increasing education and job related skills so that parents can adequately provide for their children through viable and ongoing employment.
Preventing and reducing the incidence of out-of-wedlock pregnancies and establish annual numerical goals for preventing and reducing the incidence of these pregnancies	All of our programs discuss the risks of HIV, STI's and unplanned pregnancies. In addition to this, the pregnancy program discusses the importance of birth spacing.
Encouraging the formation and maintenance of two-parent families	The importance of father involvement is strongly encouraged, and the fathers are provided services when requested.

6. Describe the structure of the organization including any board of directors, partners, top departmental management, corporate organization, corporate trade affiliations, any parent/subsidiary affiliations with other firms, etc.

Lutheran Family and Children's Services of Missouri is a not for profit 501(c)(3) organization and has agreed to take a leadership role in coordinating the network of providers who deliver services. Agencies working with LFCS to provide services include Catholic Charities, Good Shepherd and MBCH Children and Family Ministries.

Lutheran Family and Children's Services of Missouri is governed by a 36-member Board of Directors. Four (4) Regional Advisory Committees also work to advance the mission of LFCS around the state. The agency's Senior Management Team consists of the President/CEO, Vice President of Finance, Vice President of Programs, Vice President of Development, Director of Human Resources and the Director of School Counseling and Disaster Response.

Catholic Charities is a private, non-profit organization governed by a board of directors. The Chief Officers of the agency are Chief Executive Officer, Chief Operating Officer, Chief Financial Officer and Chief Human Resource Officer.

Good Shepherd is a member agency of the Catholic Charities Federation of Agencies, Archdiocese of St. Louis. The agency is governed by a Board of Directors consisting of 20 volunteers. The executive team includes an Executive Director and Directors of Community Services, Treatment Services, Business and Development.

MBCH Children and Family Ministries has a 17- member board of trustees with a primary purpose of developing, implementing, maintaining, supporting, and providing services and programs for the care of children and youth, and adults with impairments, and to provide preventive and redemptive services and programs for children, parents, and families. The board meets on a quarterly basis and also reports quarterly to the board of trustees of Missouri Baptist Children's Home (the parent corporation).

The administrative staff of MBCH Children and Family Ministries consists of President and Treasurer, Vice President and Regional Vice President. There are six program directors.

7. Provide a list summarizing any pending or final legal proceedings involving you or your company that took place in any court of law, administrative tribunal or alternative dispute resolution process that was filed, settled or gone to final judgment within the last three (3) years. The summary need

not disclose confidential information of a disputed allegation of fact or law, but must contain the allegations made and/or contested or findings of the court of law, tribunal or dispute resolution process. Failure to provide a full and accurate summary of legal proceedings may result in rejection of the proposal or termination of any subsequent contract.

Former Employee v. Catholic Charities of Kansas City-St. Joseph, Inc., Case filed in December 2015, in the Circuit Court of Jackson County, Missouri. The Plaintiff alleges that Catholic Charities violated the Missouri Minimum Wage Law by failing to pay the employee overtime pay to which the employee claims to be entitled. Catholic Charities denies these allegations and intends to vigorously defend this lawsuit, although its Answer to the Petition is not yet due.

EXHIBIT C**CERTIFICATION REGARDING EXEMPTION FROM INCOME TAXATION**

The vendor certifies, by submission of the proposal and by signing below, that the vendor is "exempt from income taxation pursuant to the United States Internal Revenue Code".

Alan Erdman, President/CEO Lutheran Family and Children's Services of Missouri
Name and Title of Authorized Representative


Signature

February 29, 2016
Date

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>Lutheran Family & Children's Services of Missouri</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	Office of Administration
Address of Reference Company/Client:	Commissioner's Office State Capitol Building, Room 125 Jefferson City, MO 65101
Reference Contact Person Name, Phone #, and E-mail:	Emily Kraft Phone: 573.751.8502 - Fax: 573.751.1212 Emily.Kraft@oa.mo.gov
Title/Name of Service/Contract	Alternatives to Abortion
Dates of Service/Contract:	1998-Present
If service/contract has terminated, specify reason:	
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	Between 400-500 pregnant women are served by LFCS annually. The award to provide services to these women and their children for FY '12 was \$569,193 with a total award of \$1,658,257.87 for contract ERS17509001.
Size of Service/Contract (in terms of vendor's total amount of business)	Close to 95%
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	LFCS of Missouri provides services through subcontracts with CCKC, MBCH, and GS through the Pregnancy Maintenance Network (PMN). Network members provide services to women during their pregnancy and up to one year following the birth. Through PMN, case management and other support services are provided to pregnant and newly parenting women. The expected child, the infant, the mother, father and other family members also receive services. GS provides these services in the greater St Louis area, CCKC in the Kansas City and Northwest region, while MBCH and LFCS provide these services throughout MO.
Personnel Assigned to Service/Contract (include position title):	Christine Corcoran, MSW, LCSW, LFCS Director of Child Welfare and Regional Operations; Kristen Setterlund, MSW, LCSW, LFCS Program Manager, ATA Liason; Teresa Hayner, MSW, LCSW, Director of Operations at Good Shepherd; Von Hulin, MSW, ACSW, LCSW, Director of Community Based Programs at MBCH; Jamie Batschke, MA Ed., BSW, Program Manager of Services to Young Families at CCKC

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>Lutheran Family & Children's Services of Missouri</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	Spaulding for Children
Address of Reference Company/Client:	16250 Northland Drive, Suite 120 Southfield MI 48075
Reference Contact Person Name, Phone #, and E-mail Address:	Patricia, Hannah or Kris Henneman 248-395-8893, phannah@spaulding.org or khenneman@spaulding.org
Title/Name of Service/Contract	Infant Adoption Training Awareness Program
Dates of Service/Contract:	Services provided from 2-10-05 to present
If service/contract has terminated, specify reason:	Department of Health and Human Services' did not renew funding for the Infant Adoption Awareness Training Program.
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	From 2005-2011, annually served 300-900 health care professionals with annual budgets between \$101,500 and \$165,000. Federal cuts for 2011-2013 have reduced contract to approximately 100 professionals with annual budgets of approximately \$35,000
Size of Service/Contract (in terms of vendor's total amount of business)	5-8%
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	LFCS recruits, trains and coordinates social work professionals in the State of Missouri to provide training on a Federally approved curriculum "Understanding Infant Adoption." LFCS is the lead agency for this federally funded contract as awarded to Spaulding, providing administrative oversight to staff and subcontractors, as well as outreach, recruitment, scheduling, coordination and training under the oversight of Spaulding.
Personnel Assigned to Service/Contract (include position title):	Michelle Studer, LCSW, ACSW, Coordinator, Infant Adoption Training Initiative Janice Scheurer, LCSW, Director, Child Welfare Program

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>Lutheran Family and Children's Services</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	St. Louis Partners Foster Care Coalition
Address of Reference Company/Client:	4316 Lindell, St. Louis, MO 63108
Reference Contact Person Name, Phone #, and E-mail Address:	Michael Fitzgerald 314-533-2229x284 mfitzgerald@ourlittlehaven.org
Title/Name of Service/Contract	Foster Care Case Management Contract
Dates of Service/Contract:	2005 to present
If service/contract has terminated, specify reason:	N/A
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	LFCS serves an average of 98 children and their families on an annual basis.
Size of Service/Contract (in terms of vendor's total amount of business)	FY2017 budget projects \$1.1 million in revenue which is approximately 38% of the child welfare budget.
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	We serve children removed from their parents due to abuse and neglect and placed in the custody of the state agency. We provide case management services to the child and family with a focus on achieving permanency. In addition, our service includes the development of kinship, foster and adoptive families to care for the children we serve. We work in the St. Louis City, St. Louis County, St. Charles County and Franklin County.
Personnel Assigned to Service/Contract (include position title):	Christine Corcoran, Director of Child Welfare, Debbie Wolf, Director of Foster Care Case Management; Our staff includes 2 supervisors and 8 front line staff.

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>Lutheran Family and Children's Services</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	St. Louis County Children's Services Fund
Address of Reference Company/Client:	222 S. Meramec Avenue Suite 202 Clayton, MO 63105
Reference Contact Person Name, Phone #, and E-mail Address:	Samantha Stangl 314-615-5864 SStangl@stlouisco.com
Title/Name of Service/Contract	Nurturing Kids/Nurturing Teens
Dates of Service/Contract:	2010 to present
If service/contract has terminated, specify reason:	N/A
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	LFCS serves an average of 300 clients per year.
Size of Service/Contract (in terms of vendor's total amount of business)	FY2017 budget projects \$156,000 in revenue.
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	We serve pregnant and parenting teens; in addition, we serve families with children aged 0 to 5 at risk of child abuse or neglect. We provide case management, counseling, and parenting skill development. Our goals include a healthy pregnancy outcome, enhanced knowledge of parenting skills and protecting children from abuse and neglect thereby preventing placement outside the home.
Personnel Assigned to Service/Contract (include position title):	Christine Corcoran, Director of Child Welfare, Kristen Setterlund Program Manager; Our staff includes 3 front line staff.

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>Lutheran Family and Children's Services</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	Springfield Partners Foster Care Coalition
Address of Reference Company/Client:	PREFERRED FAMILY HEALTHCARE INC 1111 S GLENSTONE AVE PO BOX 1277 SPRINGFIELD MO 65801-1277
Reference Contact Person Name, Phone #, and E-mail Address:	Marilyn Nolan, CEO 417-425-5221 mnolan@pfh.org
Title/Name of Service/Contract	Foster Care Case Management Contract
Dates of Service/Contract:	2008 to present
If service/contract has terminated, specify reason:	N/A
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	LFCS serves an average 150 foster families per year.
Size of Service/Contract (in terms of vendor's total amount of business)	FY2017 budget projects \$525,000 in revenue.
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	We serve children removed from their parents due to abuse and neglect and placed in the custody of the state agency. We provide case management services to the child and family with a focus on achieving permanency. In addition, our service includes the development of kinship, foster and adoptive families to care for the children we serve. We work in Greene County.
Personnel Assigned to Service/Contract (include position title):	Christine Corcoran, Director of Child Welfare, Laura Farmer, Regional Director; Our staff includes 3 front line staff.

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>Lutheran Family and Children's Services</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	Franklin County Children and Families Community Resource Board
Address of Reference Company/Client:	
Reference Contact Person Name, Phone #, and E-mail Address:	Annie Schulte 314-540-5451 fccrboard@gmail.com
Title/Name of Service/Contract	Nurturing Kids/Nurturing Teens
Dates of Service/Contract:	2009 to present
If service/contract has terminated, specify reason:	N/A
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	LFCS serves an average of 50 clients per year.
Size of Service/Contract (in terms of vendor's total amount of business)	FY2017 budget projects \$81,000 in revenue.
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	We serve pregnant and parenting teens; in addition, we serve families with children aged 0 to 5 at risk of child abuse or neglect. We provide case management, counseling, and parenting skill development. Our goals include a healthy pregnancy outcome, enhanced knowledge of parenting skills and protecting children from abuse and neglect thereby preventing placement outside the home.
Personnel Assigned to Service/Contract (include position title):	Christine Corcoran, Director of Child Welfare, Kristen Setterlund Program Manager; Our staff includes 2 front line staff.

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>Catholic Charities of Kansas City-St. Joseph</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	Children's Trust Fund of Missouri
Address of Reference Company/Client:	301 W High Street PO Box 1641 Jefferson City, MO 65101 Jefferson City, MO 65102
Reference Contact Person Name, Phone #, and E-mail:	Laura Malzner 573-751-6511 laura.malzner@oa.mo.gov
Title/Name of Service/Contract	Services for Young Families: Family Strengthening and Crisis Intervention
Dates of Service/Contract:	July 1, 2015-present
If service/contract has terminated, specify reason:	N/A
Size of Service such as: ✓ Number of Individuals Served ✓ Total Annual Value/Volume	The goal is to serve 90 parents; 70 children. At the six month milestone; the agency had served 144 parents and 74 children.
Size of Service/Contract (in terms of vendor's total amount of business)	Less than 1% (specifically .27%) of the agency's total budget
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	<p>The Children's Trust Fund of Missouri is focused on general child abuse and neglect prevention and has funded Catholic Charities of Kansas City-St. Joseph to help support safe, nurturing environments for children and families.</p> <p>The target population serviced is at-risk low/moderate income families living in/around the Kansas City and St. Joseph metro areas. A majority of the families are led by single mothers, including mothers with reduced educational attainment (11th grade or below) and annual incomes below \$7,000. These families have high risk for excessive household stress and exacerbated risk for child abuse/neglect.</p> <p>Catholic Charities of Kansas City-St. Joseph staff work with clients to attain improvement in three main areas: (1) increasing parenting skills, knowledge, and confidence; (2) strengthening household resilience and resources; and (3) decreasing both immediate and longer-term barriers to stability and wellbeing. Services include case management, parenting education, child development assessments and emergency assistance.</p>
Personnel Assigned to Service/Contract (include position title):	Jamie Batschke, Program Manager Angela Zahner Shipley, Family Development Specialist Marianne Brachman, Family Development Specialist Kimberly Barnes, Family Development Specialist Kenyetta Canady, Family Development Specialist

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>Catholic Charities of Kansas City-St. Joseph</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	Jackson County Children's Division
Address of Reference Company/Client:	615 E. 13 th Street, Kansas City, MO 64106
Reference Contact Person Name, Phone #, and E-mail Address:	Tanya Keys, Regional Director 615 E. 13 th Street, Kansas City, MO 64106 (816) 889-2475 Tanya.keys@dss.mo.gov
Title/Name of Service/Contract	Foster Care/Adoption Case Management Performance Based Contract
Dates of Service/Contract:	2005-2012
If service/contract has terminated, specify reason:	Catholic Charities entered into a partnership with Crittenton Children's Center called Family Advocates and was awarded the contract. Crittenton decided they wanted to go into the next contract without the partnership.
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	Awarded amount- 87 cases \$428,860
Size of Service/Contract	87 awarded cases- 100% of total services
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	Catholic Charities of Kansas City-St. Joseph served children, birth parents, relatives, and adoptive parents through the Performance Based Foster Care Case Management Contract. The agency provided all case management activities for the children and families assigned by the Children's Division in Jackson, Andrew, Buchanan, and Clay counties. Such services included but were not limited to crisis intervention, placement services and supervision, referrals and authorizations for services through community providers, permanency planning, court testimony, facilitation of parent/child and sibling visits, and all other activities associated with foster care case management. In addition, Catholic Charities recruited, trained, and licensed foster and adoptive homes. The goal of the Catholic Charities Foster Care program was to find safe, stable, and permanent homes for children.
Personnel Assigned to Service/Contract (include position title):	Jarrod Sanderson- Director of Children and Family Services Mark Churchill- Assistance Director of Family Services Shawntae Jones- Program Manager Valerie Jones-Administrative Assistant Jessica Thompson, Alicia Falter, Jody McCreedy, Ann Restituto, Cassie Byfield, Heather Hughes- case managers

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>Catholic Charities of Kansas City-St. Joseph</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	Buchanan County Children's Division
Address of Reference Company/Client:	525 Jules, Room 127, St. Joseph, MO 64501
Reference Contact Person Name, Phone #, and E-mail Address:	Joey Thompson, Circuit Manager, 5 th Circuit 525 Jules, Room 127 Saint Joseph, MO 64501 (816) 387-2010
Title/Name of Service/Contract	Foster Care/Adoption Case Management Performance Based Contract
Dates of Service/Contract:	2005-2012
If service/contract has terminated, specify reason:	Catholic Charities entered into a partnership with Crittenton Children's Center called Family Advocates and was awarded the contract. Crittenton decided they wanted to go into the next contract without the partnership.
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	Awarded amount- 87 cases \$428,860
Size of Service/Contract	87 awarded cases- 100% of total services
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	Catholic Charities of Kansas City-St. Joseph served children, birth parents, relatives, and adoptive parents through the Performance Based Foster Care Case Management Contract. The agency provided all case management activities for the children and families assigned by the Children's Division in Jackson, Andrew, Buchanan, and Clay counties. Such services included but were not limited to crisis intervention, placement services and supervision, referrals and authorizations for services through community providers, permanency planning, court testimony, facilitation of parent/child and sibling visits, and all other activities associated with foster care case management. In addition, Catholic Charities recruited, trained, and licensed foster and adoptive homes. The goal of the Catholic Charities Foster Care program is to find safe, stable, and permanent homes for children.
Personnel Assigned to Service/Contract (include position title):	Jarrold Sanderson- Director of Children and Family Services Mark Churchill- Assistance Director of Family Services Shawntae Jones- Program Manager Valerie Jones-Administrative Assistant Tracey Mauna-Ridle, Kayla Acklin, Kate O'Flaherty, Jessica Thompson, Alicia Falter, Jody McCready, Ann Restituto, Cassie Byfield, Heather Hughes- case managers

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>Catholic Charities of Kansas City-St. Joseph</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	Buchanan County Family Court
Address of Reference Company/Client:	411 Jules, St. Joseph, MO 64501
Reference Contact Person Name, Phone #, and E-mail Address:	Chris Huffman, Director, CA/N unit 411 Jules Saint Joseph, MO 64501 (816) 271-1421 Chris.Huffman@courts.mo.gov
Title/Name of Service/Contract	Foster Care/Adoption Case Management Performance Based Contract
Dates of Service/Contract:	2005-2012
If service/contract has terminated, specify reason:	Catholic Charities entered into a partnership with Crittenton Children's Center called Family Advocates and was awarded the contract. Crittenton decided they wanted to go into the next contract without the partnership.
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	Awarded amount- 87 cases \$428,860
Size of Service/Contract	87 awarded cases- 100% of total services
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	Catholic Charities of Kansas City-St. Joseph served children, birth parents, relatives, and adoptive parents through the Performance Based Foster Care Case Management Contract. The agency provided all case management activities for the children and families assigned by the Children's Division in Jackson, Andrew, Buchanan, and Clay counties. Such services included but were not limited to crisis intervention, placement services and supervision, referrals and authorizations for services through community providers, permanency planning, court testimony, facilitation of parent/child and sibling visits, and all other activities associated with foster care case management. In addition, Catholic Charities recruited, trained, and licensed foster and adoptive homes. The goal of the Catholic Charities Foster Care program is to find safe, stable, and permanent homes for children.
Personnel Assigned to Service/Contract (include position title):	Jarrod Sanderson- Director of Children and Family Services Mark Churchill- Assistance Director of Family Services Shawntae Jones- Program Manager Valerie Jones-Administrative Assistant Tracey Mauna-Ridle, Kayla Acklin, Kate O'Flaherty, Jessica Thompson, Alicia Falter, Jody McCreedy, Ann Restituto, Cassie Byfield, Heather Hughes- case managers

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: Good Shepherd Children and Family Services (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	St. Louis Partners Foster Care Consortium
Address of Reference Company/Client:	4316 Lindell, St. Louis, Mo 63108
Reference Contact Person Name, Phone #, and E-mail Address:	Michael Fitzgerald; CEO 314-533-2229 x284; mfitzgerald@ourlittlehaven.org
Title/Name of Service/Contract	Foster Care Case Management Contract
Dates of Service/Contract:	2005 to present
If service/contract has terminated, specify reason:	N/A
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	Good Shepherd serves an average of 150 children and their families on an annual basis.
Size of Service/Contract (in terms of vendor's total amount of business)	FY2017 budget projects 1.5 million in revenue which is approximately 37% of the total agency budget
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	We serve children removed from their parents due to abuse and neglect and placed in the custody of the state agency. We provide case management services to the child and family with a focus on achieving permanency. In addition, our service includes the development of kinship, foster and adoptive families to care for the children we serve. We work in St. Louis City, St. Louis County and Jefferson County.
Personnel Assigned to Service/Contract (include position title):	Teresa Hayner; Director of Community Services; Mary Thome; Director of Foster Care; Our staff includes 2 Foster Care Supervisors; 1 Resource Development Supervisor and 18 Front line staff.

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: Good Shepherd Children and Family Services (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	St. Louis County Children's Service Fund
Address of Reference Company/Client:	222 S. Meramec Avenue; Suite 202 Clayton, Mo. 63105
Reference Contact Person Name, Phone #, and E-mail Address:	Stangl, Samantha 314-615-5864 <SStangl@stlouisco.com>
Title/Name of Service/Contract	Nurturing Kids/Nurturing Teens
Dates of Service/Contract:	Current contract is for 1/01/2016 through 12/31/2016; Consistently funded under this grant since August 2010.
If service/contract has terminated, specify reason:	N/A
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	Our current contract is for approximately \$525,000 annually. We project serving 35 women and their children in the community based expectant parent program and 50 teen parents and their children in the maternity shelter program.
Size of Service/Contract (in terms of vendor's total amount of business)	Approximately 12% of total agency budget
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	We serve pregnant and parenting teens; in addition, we serve families with children aged 0 to 10 at risk of abuse or neglect. We provide Case management, counseling, and parenting skill development. With our teen clients, we provide shelter. Geographic area served is limited to St. Louis County. Our goals include a healthy pregnancy outcome, enhanced knowledge of parenting skills and protecting children from abuse or neglect thereby preventing placement outside the home.
Personnel Assigned to Service/Contract (include position title):	Kathy Fowler, Director of Treatment Services and Teresa Hayner, Director of Community Services.

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>MBCH Children and Family Ministries</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	Missouri Alliance for Children and Families
Address of Reference Company/Client:	PO Box 104265 Jefferson City, MO 65110
Reference Contact Person Name, Phone #, and E-mail Address:	LeAnn Haslag, (573)556-8090 lhaslag@ma-cf.org
Title/Name of Service/Contract	Foster Care Case Management and Family Resource Development
Dates of Service/Contract:	September 1, 2005 to Present
If service/contract has terminated, specify reason:	N/A
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	Base caseload of 352 120 in St. Louis, 102 in Joplin, 130 in Springfield
Size of Service/Contract (in terms of vendor's total amount of business)	13%
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	Foster Care Case Management and Resource Development services for children and families in the St. Louis area, Central MO, and Southwest MO.
Personnel Assigned to Service/Contract (include position title):	David Burch, Regional Visce President Kristy Ogden, Program Director Von Hulin, Program Director

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>MBCH Children and Family Ministries</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	Children's Division- Phelps County
Address of Reference Company/Client:	1111 Kingshighway, Suite A, Rolla, MO
Reference Contact Person Name, Phone #, and E-mail Address:	Alisha Otis, 573-368-2426, Alisha.g.otis@dss.mo.gov
Title/Name of Service/Contract	Foster Care Adoption Resource Services
Dates of Service/Contract:	2009 to present
If service/contract has terminated, specify reason:	N/A
Size of Service such as: ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume	\$13,440
Size of Service/Contract (in terms of vendor's total amount of business)	Less than 1%
Description of Services Performed, such as: ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective	STARS and Spaulding Classes, Module Classes, and Home Studies for Foster and Adoptive Families in the region.
Personnel Assigned to Service/Contract (include position title):	Jennifer Garland, MSW, LCSW, Pregnancy Services Supervisor

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Director</u>	
Name of Person:	Christine Corcoran
Educational Degree (s): include college or university, major, and dates	University of Missouri Columbia, Bachelors degree December 1990 University of Missouri Columbia, Masters in Social Work degree May 1996
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Licensed Clinical Social Worker, License Number 005449, expiration Sept. 2017. Licensed since 1997
Specialized Training Completed.	Motivational Interviewing, Trauma informed service delivery, Nurturing Parenting Program
# of years experience in area of service proposed to provide:	24 years
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Christine is the director of child welfare for Lutheran Family and Children's Services. She has worked for LFCS for 12 years and oversees all of the child welfare programs and services, including the Alternatives to Abortion contract.
Describe this person's responsibilities over the past 12 months.	Supervising and directing all of the child welfare programs, including pregnancy and parenting case management services
Previous employer(s), positions, and dates	Division of Family Services from June 1991-December 2002, various positions including Investigator, Children's Services Worker II, Children's Services Specialist, Program Development Specialist, Unit Manager, Assistant Deputy Director for foster care and adoption
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Christine has participated in a variety of classes and training in child development including the evidenced based parenting curriculum, Nurturing Parents (2010), Children's Trust Fund Protective Factors training (2013)
✓ Family/marital counseling	Christine saw couples and families in therapy in her MSW practicum experience in 1995 and has attending a variety of workshops and trainings over the years in counseling interventions.
✓ Social work	Christine has a Masters in Social Work and has worked delivering micro and macro social work services for 24 years.
✓ Case management	Christine began her career delivering case management services to children and families where child abuse and neglect was identified. Christine worked with families in which children were removed from their homes due to CA/N from 1991-2002. Christine also worked with foster and adoptive families for over 24 years in her roles with the State and Lutheran Family and Children's Services.
✓ Program administration	Christine began administering programs for the State of Missouri in the areas of foster care and adoption in 1994 and has continued to administer programs throughout her career in various capacities through State, local, federal and grant funding.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Program Manager/ATA Liaison</u>	
Name of Person:	Kristen Setterlund
Educational Degree (s): include college or university, major, and dates	Bachelor of Social Work, University of Missouri-Columbia, 2005 Master of Social Worker, University of Missouri-Columbia, 2006
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Licensed Clinical Social Worker, #2011016940, Expires 9/30/16
Specialized Training Completed.	Nurturing Parenting Program Facilitator ASIST (Applied Suicide Intervention Skills Training) Infant Adoption Training Initiative Trainer
# of years experience in area of service proposed to provide:	10 years of experience
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee, 10 years
Describe this person's responsibilities over the past 12 months.	Provide counseling and case management services to pregnant and parenting women and their families. Supervise five staff in the St. Louis region who provide counseling and case management services to clients. Assist in the implementation of the Alternatives to Abortion program, addressing billing concerns and serving as a liaison between staff and the contract manager.
Previous employer(s), positions, and dates	Missouri Girls Town, Practicum Student, 2004 Lutheran Family and Children's Services (LFCS) Practicum Student, 2006 Camp Noah Program Lead Coordinator with LFCS in 2006
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Nurturing Parenting Facilitator since 2010. Continue attending trainings specific to child development.
✓ Family/marital counseling	Provide pregnancy counseling, which includes family members and counseling regarding relationships.
✓ Social work	Obtained BSW in 2005 and MSW in 2006. Became a LCSW in 2011 and began practicing social work at Lutheran Family and Children's Services in 2006.
✓ Case management	Provide case management services to clients currently enrolled in services at LFCS. Began providing case management in 2006.
✓ Program administration	Became the lead pregnancy counseling worker for the LFCS office in St. Louis in 2012. Became program manager in 2015.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Linda Downey
Educational Degree (s): include college or university, major, and dates	MSW; University of Missouri St. Louis 2013
License(s)/Certification(s), #(s), expiration date(s), if applicable:	LMSW License #2014007561 Expires 9/30/2017
Specialized Training Completed.	Nurturing Parenting Program Facilitator ASIST (Applied Suicide Intervention Skills Training) Infant Adoption Training Initiative Trainer
# of years experience in area of service proposed to provide:	7 years experience
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee, 7 years
Describe this person's responsibilities over the past 12 months.	Provide counseling and case management services to pregnant and parenting families.
Previous employer(s), positions, and dates	Behavioral Health Response, Crisis Line and Suicide Lifeline Counselor (intern), August 2013-December 2013
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Nurturing Parenting Facilitator since 2010; Continue to attend trainings specific to child development.
✓ Family/marital counseling	Provide pregnancy counseling and family counseling to current clients and have been since 2008 with LFCS.
✓ Social work	Obtained BSW in May 2008; MSW December 2013; Currently have LMSW and working on LCSW. Have been practicing social work since 2008 at Lutheran Family and Children's Services.
✓ Case management	Provide case management services to clients currently enrolled in program. Have been providing case management services (referrals to appropriate resources, education, etc.) since 2008 at LFCS.
✓ Program administration	Completed Nurturing Parenting Program Facilitator training in 2010; Have been administrating PMN program and Nurturing Kids program with LFCS since 2008.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Stephanie Ford
Educational Degree (s): include college or university, major, and dates	Masters in Social Work, Saint Louis University, Social Work, Dec.2015
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Missouri LMSW, Certification #2015044584, Exp. 09/30/17
Specialized Training Completed.	
# of years experience in area of service proposed to provide:	1
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee, less than 1 year
Describe this person's responsibilities over the past 12 months.	Provide effective counseling, advocacy, and case management to client population with semi complex and complex issues, establish and maintain appropriate, current community networks and interactions, provide consultation and input to leadership for program, attend continued education and staffings in accordance with licensing standards.
Previous employer(s), positions, and dates	Christian Hospital, Pharmacy Technician II, 11/2011-01/2016
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Social Work intern, 05/2014-08/2014. Hilltop Child Development Center Completed Head start assessments, provided case management for families in need, observe children ages 2-5 during play
✓ Family/marital counseling	
✓ Social work	Social Work intern, 08/2014-05/2015. Saint Louis Public Schools. Provide social/emotional support during school hours, provide mental health referrals, provide resources for basic needs, home visits, make attendance phone calls and referrals to St. Louis City court, co-facilitate classroom guidance lessons, respond to crisis situations
✓ Case management	
✓ Program administration	

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Anna Franz
Educational Degree (s): include college or university, major, and dates	Missouri Baptist University, Bachelors in Human Services and Psychology, 2004-2008 Missouri Baptist University, Masters in Counseling, 2010-2011
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Licensed Professional Counselor, License #2013044073, expiration: June 30, 2017
Specialized Training Completed.	Training in the Nurturing Skills for Families curriculum, Motivational Interviewing Training, Child Abuse and Neglect Training
# of years experience in area of service proposed to provide:	3 years, 4 months
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee, 3 years and 4 months
Describe this person's responsibilities over the past 12 months.	In the last 12 months this employee's responsibilities have been to provide direct case management and pregnancy counseling to clients' one on one and primarily in the client's home. These services have included pregnancy counseling regarding the options of parenting and adoption as well as on relationship issues and support systems. These services have also focused on connecting clients with needed resources, helping with goal setting and planning and parenting education.
Previous employer(s), positions, and dates	Missouri Department of Social Services, Children's Division, Children's Service Worker, 2009-2010 Missouri Department of Social Services, Division of Youth Services, Youth Service Worker, 2012
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Nanny: 2004-2008; Private nanny for a family with three young children. Teacher at a childcare center: 2008-2009; Primary teacher in a classroom of typically six to twelve two year old children. Worker has administered the Nurturing Skills for Families curriculum directly with clients at Lutheran Family and Children's Services from 2012-2016.
✓ Family/marital counseling	Trained in Introduction to Family Systems Theory and Practice, November 28, 2012 offered by the St. Louis University School of Social Work.
✓ Social work	
✓ Case management	Working as direct service staff in case management for over five years combined for both the state of Missouri and Lutheran Family and Children's Services between 2009-2016.
✓ Program administration	

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Hannah Woods
Educational Degree (s): include college or university, major, and dates	Master of Social Work- University of Missouri-St. Louis Aug 2012- Dec 2014
License(s)/Certification(s), #(s), expiration date(s), if applicable:	LMSW #2015020169
Specialized Training Completed.	Perinatal Mood Disorder certificate training, 2015
# of years experience in area of service proposed to provide:	2 years
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee- 1 year
Describe this person's responsibilities over the past 12 months.	Provided counseling, advocacy, and case management services to individuals and families in program
Previous employer(s), positions, and dates	HavenHouse St. Louis: Family Support Coordinator- March 2009-Dec 2013 Ronald McDonald House: Relief Staff- June 2008- June 2012
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Early childhood development provider at LFCS. Provides parenting education and information on child development to parents in program. Jan 2015- present
✓ Family/marital counseling	Provided individual counseling to clients in LFCS program as birth parent counselor. Jan 2015- present
✓ Social work	Provided comprehensive social work services from 2009-present as Family Support Coordinator, MSW intern, and Social Worker.
✓ Case management	Provided case management to oncology patients as MSW intern at St. Louis Children's Hospital in 2014. Provided case management to individuals and families at LFCS as Social Worker from Jan 2015- present.
✓ Program administration	As Family Support Coordinator, developed and implemented graduate level social work intern program during 2011-2013 at HavenHouse St. Louis.

EXHIBIT E
EXPERTISE OF KEY PERSONNEL

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Program Manager</u>	
Name of Person:	Leisa Y. Blissett
Educational Degree (s): include college or university, major, and dates	Southeast Missouri State University, Bachelors of Science degree May 1997; University of Missouri Columbia, Masters in Social Work degree December 2003
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Licensed Master Social Worker; license # 2015021423
Specialized Training Completed.	Children & Families; Crisis Pregnancy; Train the Trainer Understanding Infant Adoption/Infant Adoption Training Initiative; Motivational Interviewing; Trauma Focused CBT; Mental Health Services/Crisis Intervention; Co-Occurring Disorders: Diagnosis and Treatment; Sexual abuse/trauma; Children with Special Needs
# of years experience in area of service proposed to provide:	19 years working with children, families, & individuals experience in mental health, abuse/neglect, unplanned/crisis pregnancy,
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Regional Director of Southeast Missouri for Lutheran Family and Children's Services. She has worked for LFCS a total of 6 years. 5 years as a child welfare worker as a Pregnancy Counselor Worker and an Adoption Specialist. Taught community based Abstinence Only Classes to youth in various settings. Employed with another agency for approximately 7 years. Leisa returned to LFCS 1 year ago.
Describe this person's responsibilities over the past 12 months.	Supervising and directing ALL programs in the southeast office includes child welfare programs, Older Adult Services, Assisted Custody Exchange & Supervised Visitation Programs. Maintain relations with community, professional social service, and church constituencies. Operate regional office within approved budgetary guidelines and maintain an active and effective advisory board.
Previous employer(s), positions, and dates	Community Counseling Center Children's Services Supervisor 2008-15; Pyramid Home Health Services Medical Social Worker; 2007-08; Lutheran Family Children's Services Social Worker II 2004-09
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Bachelors and Masters in Social Work; Participated in a variety of classes and training in child development. Formal training and experience working with infants and young children at Parents as Teachers, Missouri First Steps, LFCS, Head Start.
✓ Family/marital counseling	Leisa saw some couples and families in therapy in her MSW practicum experience in 2002 and has attended a variety of workshops and trainings over the years in counseling interventions.
✓ Social work	Leisa has a Bachelors and Masters in Social Work and has worked delivering micro and macro social work services.
✓ Case management	Bachelors and Masters in Social Work. Her career consisted of delivering case management services to children and families through Head start, contractual work through Missouri Children's Division. Leisa also worked with Pregnancy Counseling and Case Management, Lutheran Family and Children's Services, 2004-2009.
✓ Program administration	Leisa is Director at LFCS 2/15-present

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Evelyn Beussink
Educational Degree (s): include college or university, major, and dates	University of Missouri – Columbia, BA in Psychology 1996 University of Southern Mississippi, MS in Counseling Psychology, 1998
License(s)/Certification(s), #(s), expiration date(s), if applicable:	MO Licensed Professional Counselor exp. 6/30/17 License NO 2001022327
Specialized Training Completed.	<ul style="list-style-type: none"> -Train the Trainer Understanding Infant Adoption/Infant Adoption Training Initiative -Train the Trainer STARS and SPAULDING -motivational interviewing -training in safe sleep for infants -Parenting training: Love and Logic training, Train the Trainer Family Wellness – Survival Skills for Families, Redirecting Children's Behavior, Nurturing Parenting -Adoption trainings: attachment, transracial adoption, infertility, grief and loss, <i>The Lifecycle of Adoption</i>, embryo adoption -various substance abuse trainings -various supervisory trainings
# of years experience in area of service proposed to provide:	12 years of experience in pregnancy counseling and case management Additional 5 years of experience in mental health working with children, families, and individuals
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee of Lutheran Family and Children's Services for 12 years
Describe this person's responsibilities over the past 12 months.	<ul style="list-style-type: none"> -Pregnancy counseling and case management -Adoption counseling with pregnant women and potential adoptive families -assisting the Director in administrative responsibilities
Previous employer(s), positions, and dates	Community Counseling Center, Cape Girardeau MO, 3/99 – 12/03 The Guidance Center, Murfreesboro TN 8/98 – 2/99
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	<ul style="list-style-type: none"> -Pregnancy Counseling and Case Management, Lutheran Family and Children's Services, 12/03 to present -Child and Family Therapist, Community Counseling Center, 3/99 – 12/03 -Protective Services Therapist, The Guidance Center, 8/98 – 2/99
✓ Family/marital counseling	<ul style="list-style-type: none"> -Child and Family Therapist, Community Counseling Center, 3/99 – 12/03 -Protective Services Therapist, The Guidance Center, 8/98 – 2/99
✓ Social work	<ul style="list-style-type: none"> -Pregnancy Counseling and Case Management, Lutheran Family and Children's Services, 12/03 to present -Child and Family Therapist, Community Counseling Center, 3/99 – 12/03 -Protective Services Therapist, The Guidance Center, 8/98 – 2/99
✓ Case management	<ul style="list-style-type: none"> -Pregnancy Counseling and Case Management, Lutheran Family and Children's Services, 12/03 to present
✓ Program administration	<ul style="list-style-type: none"> -Director, Lutheran Family and Children's Services Southeast office, 1/13 – 2/15 -Assistant Director, LFCS, 2/15 to present

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Amy S. L. Kiehne, M.A., L.P.C.
Educational Degree (s): include college or university, major, and dates	Bachelor of Arts in Psychology, Westminster College, May 1995 Master of Arts in Educational and Counseling Psychology, University of Missouri-Columbia, August 1997
License(s)/Certification(s), #(s), expiration date(s), if applicable:	MO Licensed Professional Counselor #2001008309, Expiring June 30, 2017
Specialized Training Completed.	Crisis pregnancy counseling, adoption, crisis counseling/emergency intervention for mental health, sexual abuse/trauma, domestic violence, career counseling, case management (resource management)
# of years experience in area of service proposed to provide:	5 years' experience in crisis pregnancy counseling/adoption
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Part-time employee
Describe this person's responsibilities over the past 12 months.	Intake and assessment of clients, counseling and support, case management through home and office visits
Previous employer(s), positions, and dates	Community Counseling Center, Emergency Services Therapist and Children/Family Therapist 2000-2004 Synergy Services, Children/Family Therapist 1998-2000
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	BA & MA education, formal training and experience at LFCS working with infants and young children
✓ Family/marital counseling	BA & MA education, formal training and experience at Synergy Services, Community Counseling Center (see above for dates)
✓ Social work	Skills and experience learned from BA & MA education, previous and current employers
✓ Case management	Skills and experience learned from BA & MA education, previous and current employers
✓ Program administration	Synergy Services: worked independently in School-based counseling, domestic violence, and individual/family counseling practice in Ray County, MO; was responsible for reporting all outcomes to grant provider LFCS: work independently in crisis pregnancy counseling program in Perry County, MO; responsible for reporting all outcomes as well as grant application and management for grant provider

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Program Manager</u>	
Name of Person:	Heather Wall-Williamson
Educational Degree (s): include college or university, major, and dates	Bellevue University: Bachelor's Degree (1998) University of Nebraska at Omaha: Masters of Counseling Degree (2001)
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Licensed Professional Counselor #2014034069 (Missouri) Certified Reciprocal Alcohol Drug Counselor #8413 (Missouri)
Specialized Training Completed.	Nurturing Parenting Skills, SAFE, CPI, TF-CBT, Trauma Informed Care, CPP, Substance Use
# of years experience in area of service proposed to provide:	17 years of experience in the field of behavioral health: Case management, Therapy, Program coordination, Substance use treatment, Director
Describe person's relationship to vendor. If employee, # of years.	Been employed by LFC since September 22, 2014 at the Regional director of the Columbia office
Describe this person's responsibilities over the past 12 months.	<ul style="list-style-type: none"> • Provide direction, leadership and supervision of day-to-day operations, ensuring high quality program services from clinical staff. • Supervise and support regional office staff. • Operate regional office within approved budgetary guidelines. • Maintain effective relations with community and church constituencies • Maintain an active and effective advisory board
Previous employer(s), positions, and dates	09/2012 – 8/2014 Director of Children Services Behavioral Health Programs at Lutheran Family Services, Omaha, NE 01/2012 – 09/2012 Therapist III (LADC/LMHP) at Lutheran Family Services, Omaha, NE 12/2002-12/2011 at Uta Halee Girls Village/Cooper Village, Omaha, NE <ul style="list-style-type: none"> • Clinical Director/Supervising Practitioner (November, 2011) • Community Programs Manager (May, 2011) • Day Treatment Manager & Staff Licensure Supervision (Sept, 2009) • Therapist/Case Manager (December, 2002)
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Heather has received training and has worked with youth in early childhood throughout her work experience.
✓ Family/marital counseling	Heather has conducted family therapy while a therapist for several years. She had a few couples counseling cases during her internship at the University of Nebraska at Omaha.
✓ Social work	Master's degree in counseling and has delivered micro and macro social work services for the past 17 years
✓ Case management	As a therapist/Case Manager some of the duties included therapy, coordination, consultation, and referrals.
✓ Program administration	Began program administration work in 2009 by managing and coordinating the Day Treatment Program. She remained in administration thereafter.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Golena "Ann" Carlock
Educational Degree (s): include college or university, major, and dates	Masters of Social Work at Missouri University 2004 Bachelor of Social Work at Columbia College 2002
License(s)/Certification(s), #(s), expiration date(s), if applicable:	MSW
Specialized Training Completed.	Child Abuse & Neglect; Nurturing; CPI
# of years' experience in area of service proposed to provide:	10+ years
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee of Columbia office since 7-13-15
Describe this person's responsibilities over the past 12 months.	She performs case management, working with A2A Program and Nurturing. She provides parent education and connecting parentings to resources in the community. She works in a group setting with parents at least once a month. She participates in community outreach and presents on existing programs
Previous employer(s), positions, and dates	2005 – 2015 Children's Service Worker II – Children's Division, Jefferson City (Cole County) MO
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Besides attending numerous training classes over the course of her career, she has worked directly with parents and their children.
✓ Family/marital counseling	Ann has not conducted a traditional counseling session though she works families and couples using case management.
✓ Social work	Worked as a social worker the last 10 years at Children's Division.
✓ Case management	Worked for Children's Division in family-centered services.
✓ Program administration	Case management for last 10 years.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Erin Maynard, MSW, LMSW
Educational Degree (s): include college or university, major, and dates	BS Human Environmental Science-Child Development Southeast Missouri State University 2008 Master of Social Work University of Missouri Columbia 2013
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Licensed Master Social Worker # 2013031035 Exp September 30, 2016
Specialized Training Completed.	EMDR Therapy Level 1 training, Theraplay Level 1 training, Trauma Informed Care, Nurturing Parenting Program, Mental Health First Aid, Strong Parents Stable Children
# of years experience in area of service proposed to provide:	5 years
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Erin has been employed with LFCS for 1 year. Hire date 1/20/2015. Erin completed a shared time practicum at LFCS during her Master's program in the spring of 2013.
Describe this person's responsibilities over the past 12 months.	Erin assists with clients experiencing crisis pregnancies by providing pregnancy counseling as well as providing parenting education through the Nurturing Parenting Program. Erin is also a therapist in the Maternal Mental Health program providing mental health therapy services to women and children.
Previous employer(s), positions, and dates	Judevine Autism Center/Touchpoint Autism Services- Autism Specialist/Supported Employment Coordinator October 2008-February 2011 Great Circle- Therapist/Case Manager June 2013- January 2015
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Erin has a Bachelor's degree in Child Development.
✓ Family/marital counseling	Erin provided family therapy services to families during her work at Great Circle. She will also be providing family therapy as part of the Maternal Mental Health program at LFCS.
✓ Social work	Erin graduated with a Master's in Social Work in 2013 and has been providing social work services on the micro and macro level since then for families in need.
✓ Case management	Erin has provided case management services for client by connecting them to community resources and communicating and advocating for the needs of clients and families both at LFCS and Great Circle Residential Treatment Center.
✓ Program administration	Erin has not yet been able to begin program administration duties.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Shaileen Thompson
Educational Degree (s): include college or university, major, and dates	Bachelors in Social Work Master's in Social Work
License(s)/Certification(s), #(s), expiration date(s), if applicable:	LMSW license pending. Passed exam on 01/20/16.
Specialized Training Completed.	CPR ,CPI , Nurturing Parenting Skills, Forensic Interviewing,
# of years experience in area of service proposed to provide:	Shaileen has 16 years in the field of Social Work: Case Management, Program Coordinator, Therapist, Children's Protectives Services, Domestic Violence, College Professor, Parent Teacher Educator, Behavior Mentor and Specialist.
Describe person's relationship to vendor. If employee, # of years.	She has worked at LFCS since 7/13/2015..
Describe this person's responsibilities over the past 12 months.	She works as a social worker for PMN and Nurturing and she also work as a therapist. She provides parent education and connecting parentings to resources in the community. She also provides individual, family and couples counseling. She works in a group setting with parents at least once a month. She attends FST mtgs. She participates in community outreach and presents on existing programs.
Previous employer(s), positions, and dates	Children Protective Services In Michigan- June 2008- Sep 2014 Great Circle- Therapist- Sept 2014- April 2015 LFCS July 2015- Present
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Completing assessment for development, attending IEP and making up behavioral plans, demonstrating to parents effective ways to communicate with and discipline their children at different ages
✓ Family/marital counseling	Conducted sessions, for individuals, couples, and family also groups
✓ Social work	Taught social work classes on research, how to work with families and domestic violence, Worked in a domestic violence shelter providing case management and support groups, mentor children that were at risk, taught parenting classes, worked with families teaching them skills so they could be reunited with their children. Investigate allegations of child abuse and neglect, testified in court, wrote court reports. Supervised visit with parents and children. Assessed child safety and completed safety plans. Worked as a therapist. Worker as a program coordinator. Fundraised for event for Big Brothers and Big Sisters and Catherine Cobb Domestic Violence Shelter, Presented on being a mandate reporter. Supervise interns.
✓ Case management	Provided Case Management at a Domestic Violence Shelter, Two residential programs, Big Brother's Big Sisters, Children's Protectives Services.
✓ Program administration	Program Coordinator for Big Brothers sisters, case management, supervised mentors and mentees, Supervised staff and interns.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Andrea Pauley
Educational Degree (s): include college or university, major, and dates	Bachelors of Social Work, University of Missouri (Columbia), 8/2001 – 12/2005 Masters of Social Work, Our Lady of the Lake University (San Antonio), 3/2014-12/2015
License(s)/Certification(s), #(s), expiration date(s), if applicable:	
Specialized Training Completed.	Trauma informed service delivery, Nurturing Parenting Program, SAFE Home Study training, Mental Health First Aid, Child Abuse and Neglect
# of years experience in area of service proposed to provide:	11 years
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Andrea has been an employee of LFCS for almost 4 years (in May 2016) and did her bachelors practicum with LFCS in 2005
Describe this person's responsibilities over the past 12 months.	Andrea assists with adoptive family services, clients experiencing crisis pregnancies (adoption or parenting) and parents in the Nurturing Program.
Previous employer(s), positions, and dates	Samaritan Center (Jefferson City, MO), 2/2006 – 4/2012, Project Specialist: Coordinator of Holiday program, Free Medical Clinic, and all volunteers. University of MO Psychiatric Unit, summer of 2005, Psychiatric Aide
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Andrea completed her MSW practicum with Parents as Teachers where she learned a lot about child development. Andrea also works with parents of young children in the nurturing and pregnancy program.
✓ Family/marital counseling	Andrea provides crisis pregnancy counseling as to LFCS clients as well as to Nurturing clients.
✓ Social work	Andrea has a Masters in Social Work and has worked delivering micro and macro social work services for 11 years.
✓ Case management	Andrea did case management with medical patients during the 6.5 years at Samaritan Center and then to each client at LFCS for the past 4 years.
✓ Program administration	Andrea oversaw Holiday Program, volunteers and medical clinic at the Samaritan Center.

EXHIBIT E
EXPERTISE OF KEY PERSONNEL

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Sandi Robb
Educational Degree (s): include college or university, major, and dates	Missouri Valley College 2005 Bachelor of Arts Double Major in Psychology and Alcohol and Drug Studies Stephens College 2008 Master of Education in Counseling
License(s)/Certification(s), #(s), expiration date(s), if applicable:	RASAC II 2011, Expired 2013 First Aid and CPR AED 20016-2018
Specialized Training Completed.	Many trainings throughout the years in house
# of years experience in area of service proposed to provide:	10 Years
Describe person's relationship to vendor. If employee, # of years.	Sandi is a Case worker and counselor for the Pregnancy and nurturing programs at LFCS
Describe this person's responsibilities over the past 12 months.	Pregnancy and parenting case management services, and counseling services.
Previous employer(s), positions, and dates	Youth Specialist-Butterfield youth services 2004-2005 2005-2008- New Horizons- Case manager for mentally ill 2008-2012-Missouri Alliance for Children and Families-Child Welfare-Case Management 2012-2013-New Horizons-Supervisor for Case Management Services 2005-2012-McCambridge-PRN Therapist
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Sandi has participated in a variety of classes and training in child development.
✓ Family/marital counseling	Sandi assist families in crisis at LFCS and with their pregnancy's and the effects it has in the family structure. Sandi works on nurturing skills for parents with small children.
✓ Social work	Delivered micro and macro social work services for 10 years. M.Ed. from Stephens College. Worked as a therapist at McCambridge on a prn basis from 2007-2012 before that she did two internships there, one as a therapist and one as a counselors. Sandi ran several of the process groups and conducted some individual therapy.
✓ Case management	Worked in Case Management services for much of her career. Sandi started working with the severally mentally ill in 2005. Delivered intense case management to several populations including dual diagnosis. Began working in child welfare case management services in 2008 for specialized programing. In 2012 accepted a position as a supervisor of case management services for the severally mentally ill. Sandi currently provides case management for the pregnancy and nurturing programs.
✓ Program administration	Sandi was a supervisor at New Horizons in 2012.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Program Manager</u>	
Name of Person:	Laura Farmer
Educational Degree (s): include college or university, major, and dates	Missouri State University, Bachelor of Social Work degree, May 2004 University of Missouri-Columbia, Master of Social Work degree, May 2007
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Licensed Clinical Social Worker, License Number 2013021078, expiration Sept. 2016. Licensed since 2013.
Specialized Training Completed.	Family Finding, 2009; STARS, 2010; Behavioral Intervention Techniques and Strategies; 2011; Nurturing Families; 2014; SAFE Home Study, 2015; Empowered to Connect; 2015; 3, 5, 7 Grief and Loss, 2015; Trust Based Relational Intervention, 2015. Laura completes at least 30 hours of training every two years to maintain licensure.
# of years experience in area of service proposed to provide:	10 years
Describe person's relationship to vendor. If employee, # of years.	Laura has served as the Regional Director in Southwest Missouri for Lutheran Family and Children's Services since 2010.
Describe this person's responsibilities over the past 12 months.	Supervising and directing the child welfare programs provided in southwest Missouri, including Pregnancy, Parenting and Adoption Services.
Previous employer(s), positions, and dates	AmeriCorps*NCCC, Corps Member, 2004-2005; Missouri Alliance for Children and Families, Care Manager, Senior Care Manager, Care Management Supervisor, Assistant Regional Director, 2007-2010; Lutheran Family & Children's Services, 2010-Present
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Laura has participated in a variety of classes and training in child development including the evidenced based parenting curriculum, Nurturing Parents (2014). In addition, Laura became a Trust Based Relational Intervention Practitioner in 2015.
✓ Family/marital counseling	
✓ Social work	Laura has a Bachelor's and Master's degree in Social Work and is a Licensed Clinical Social Worker. She has worked in the field of social work, specifically in child welfare, for 10 years.
✓ Case management	Laura started her career in specialized case management for children in foster care (2007). She worked in case management for several years, and continues to provide supervision for the pregnancy counseling and case management services.
✓ Program administration	Laura has served as the Regional Director in Southwest Missouri for LFCS since 2010.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Melani Engel
Educational Degree (s): include college or university, major, and dates	Missouri State University, Master of Social Work, 2000 – 2002 Drury University, BA – Psychology, 1995 - 1999
License(s)/Certification(s), #(s), expiration date(s), if applicable:	License Clinical Social Worker, #2004034640, exp. 10/2016, Licensed since 2004
Specialized Training Completed.	Completes at least 30 hours of training every two years to maintain licensure. Notable trainings include: Adoption Learning Partners Trainings – 2005; Infant Adoption Training Initiative Trainer – 2006; Parent Empowerment: Counseling Parents in Positive Child Rearing Practices – 2007; Dr. Brazelton's Touchpoints in Development – 2007; Perinatal Mood Disorders – 2008; Early Childhood Education and Family Strengthening – 2009; Social Work Supervisory Skills (for licensure supervision) - 2009 Grief and Loss in Adoption – 2012; Hague Adoption Training – 2013; Nurturing Families - 2014; SAFE Home Study – 2015
# of years experience in area of service proposed to provide:	15 years
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Social Worker with the Pregnancy, Parenting, and Adoption Services program of LFCS for 4 years Social Worker with CCKC for 6 years also working under the Alternatives to Abortion contract
Describe this person's responsibilities over the past 12 months.	Provide effective counseling, advocacy, and case management to families experiencing crisis during pregnancy, parenting families, and those making adoption plans; Provide post adoption counseling, support group, and events to birth parents; Develop and maintain community networks; Provide consultation and leadership for the Pregnancy, Parenting, and Adoption Services program; Provide licensure supervision to licensure candidates; Provide supervision of practicum students; Provide peer mentorship and training
Previous employer(s), positions, and dates	Lutheran Family and Children's Services, Social Worker III, 2012 – present; Missouri State University, Per Course Instructor – Social Work, 2005 – present; Second Baptist Church, Early Childhood Coordinator, 2011 – 2013; Catholic Charities of Kansas City, St. Joseph, Family Development Specialist, 2004 – 2010; Ozarks Technical Community College, Per Course Instructor - Psychology, 2004 – 2011; Community Partnership of the Ozarks, Community School Based Social Worker, 2002 – 2005; Missouri State University Counseling and Testing Center, Graduate Assistant, 2001 – 2002; Family Mental Health, Targeted Case Manager, 1999 - 2000
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience

Title of Position: <u>Professional Case Manager</u>	
✓ Early childhood development	Provide early childhood development education to families; 2004 – current; home visitation, one on one interactions, developmental assessments; Early Childhood care coordinator at a large church; 2011 - 2013; coordinate care according to state standards, provide lessons and support to care staff; Taught Lifespan Development Course; 2005 – 2011; course instructor; Attended multiple child development trainings
✓ Family/marital counseling	✓ Provided counseling under supervision at the MSU Counseling Center; 2001 – 2002; provided counseling to a diverse student population that included marriage and family issues
✓ Social work	<ul style="list-style-type: none"> ✓ Community school based social work; 2002 – 2005; provided a wide range of support and resources to families in school attendance areas. Types of support included: resource and referrals, liaison with families and the school system, student groups, community programming, etc. • Crisis pregnancy counseling and support; 2004 – 2010, 2012 – current; provide effective counseling, advocacy, and case management to families experiencing crisis during pregnancy, parenting families, and those making adoption plans. Provide grief and loss counseling and support services for birth parents.
✓ Case management	✓ Targeted Case Manager for families with children with Axis I disorders and at risk of out of home placement; 1999 – 2000; home visitation, coordination of resources, and family support
✓ Program administration	<ul style="list-style-type: none"> ✓ Practicum Student Program; 2003 – 2005; Created and administered school based social work practicum student program which placed students in multiple schools across the district ✓ Early Childhood care coordinator at a large church; 2011 - 2013; coordinate care according to state standards, provide lessons and support to care staff

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Amanda McVicker
Educational Degree (s): include college or university, major, and dates	Missouri State University, Bachelor of Social Work degree, May 2013
License(s)/Certification(s), #(s), expiration date(s), if applicable:	N/A
Specialized Training Completed.	Nurturing Families; 2015; Empowered to Connect; 2015
# of years experience in area of service proposed to provide:	2.5 years
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Amanda has served as Social Worker I in Southwest Missouri for Lutheran Family and Children's Services since February 2014.
Describe this person's responsibilities over the past 12 months.	Providing case management support and services to women and families participating in the Pregnancy, Parenting and Adoption Services.
Previous employer(s), positions, and dates	Missouri Alliance for Children and Families, Care Manager Assistant, 2013-2014 Lutheran Family & Children's Services, 2014-Present
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Amanda has participated in a variety of classes and training in child development including the evidenced based parenting curriculum, Nurturing Parents (2015). In addition, Amanda also received training through Empowered to Connect (2015).
✓ Family/marital counseling	N/A
✓ Social work	Amanda has a Bachelor's degree in Social Work, and she has worked in the field of social work, specifically in child welfare, for 2.5 years.
✓ Case management	Amanda started her career by providing assistance in specialized case management for children in foster care (2013). Since then she has continued to provide case management services to pregnant women and families through Lutheran Family and Children's Services.
✓ Program administration	N/A

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Director</u>	
Name of Person:	Teresa Hayner
Educational Degree (s): include college or university, major, and dates	MSW; University of Illinois; 1985
License(s)/Certification(s), #(s), expiration date(s), if applicable:	LCSW , State of Missouri; # 005073
Specialized Training Completed.	20 hours of Child welfare specific training annually
# of years experience in area of service proposed to provide:	30 years of experience in child welfare programming including pregnancy counseling services
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee of Good Shepherd Children and Family Services for 20 years; Good Shepherd is a subcontractor for Lutheran Family And Children Services in the current proposal; previously subcontracted for AFCC in the provision of ATA services since the mid 1990's
Describe this person's responsibilities over the past 12 months.	Senior leadership and supervisory responsibilities for the pregnancy counseling program delivering services under the ATA contract. Also provide senior leadership for the agency Adoption and Foster Care programs.
Previous employer(s), positions, and dates	N/A
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	
✓ Family/marital counseling	
✓ Social work	LCSW since 1997
✓ Case management	Direct Service case management 1985 through 1994
✓ Program administration	Program management consistently since 1994.

EXHIBIT E
EXPERTISE OF KEY PERSONNEL

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Teresa Green
Educational Degree (s): include college or university, major, and dates	BACHELOR OF SCIENCE-SOCIAL WORK University of Missouri-St. Louis; December 2008
License(s)/Certification(s), #(s), expiration date(s), if applicable:	
Specialized Training Completed.	
# of years experience in area of service proposed to provide:	7 years
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee of Good Shepherd Children and Family Services for 6 months Good Shepherd is a subcontractor for Lutheran Family And Children Services in the current proposal; previously subcontracted for AFCC in the provision of ATA services since the mid 1990's
Describe this person's responsibilities over the past 12 months.	Teresa is responsible for linking residents to a variety of opportunities/services. To meet the resident's needs across all life domains, and coordinate the efforts of all external providers involved in the resident's life and/or care.
Previous employer(s), positions, and dates	8-2015-current Good Shepherd Children and Family Services-Case Manager; 1-2015-8-2015 Sts. Joachim and Ann Care Service-Social Worker; 9-2014-1-2015Delta Center-Independent Living Specialist; 5-2010-9-2014 Our Little Haven-Foster Care Case Manager; 1-2009-5-2010 CASA- Program Assistant
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	
✓ Family/marital counseling	
✓ Social work	2008-current Completed her internship at CASA of St. Louis County, where she had a couple of cases as a CASA. In 2009 Teresa was hired at CASA as the program assistant. In 2010 Teresa was hired at Our Little Haven as a foster care case manager. Worked with children in foster care and helped them reunify with their parents or find them permanency. Worked at Delta Center with individuals with disabilities. At Sts. Joachim and Ann Care Service, acted as the Service Advocate for homeless or in crisis families. Currently a case manager at Good Shepherd Children and Family Services Teresa for the maternity/parenting shelter.
✓ Case management	Starting in 2010 Case Management experience working as a Foster Care Case Manager at Our Little Haven. Teresa had a case load on average of about 15 children. At Delta Center the case load was about 60 individuals. At Sts. Joachim and Ann Care Service the case load was 14 families. Currently at Good Shepherd the maximum number of female residents is 14, the residents can have a maximum of two children.
✓ Program administration	

EXHIBIT E
EXPERTISE OF KEY PERSONNEL

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Kathy Fowler MA LPC
Educational Degree (s): include college or university, major, and dates	2005 Masters of Counseling ; Franciscan University of Steubenville Ohio 1999 Bachelors of Arts Education/ Elementary Education
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Licensed Professional Counselor # 2007015599 Expiration Date: 6/30/2017
Specialized Training Completed.	
# of years experience in area of service proposed to provide:	11 years
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Kathy has worked with Good Shepherd Children and Family Services 6 years first as their Residential and Maternity Therapist and currently she is the Director of Treatment Services.
Describe this person's responsibilities over the past 12 months.	Kathy oversees the day to day functioning of the transitional living and shelter care for youth ages 12 – 22 who are pregnant and/or parenting. Kathy provides clinical supervision to all clinical team members as well as oversees the compliance of the shelter in regards to accreditation standards, licensing expectations and standards relating to our federation.
Previous employer(s), positions, and dates	2010 – current : Kathy is a contracted therapist with Catholic Family Services in St. Louis Mo 2006 -2010 Kathy was the Director of Social Services for Manor Care Nursing Home and Skilled Nursing Center in Florissant Mo 2005- 2006 : Kathy was a Residential Case Manager for Marian Hall and Villa Maria in St. Louis MO
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	1999- 2004: Kathy was an Elementary School Teacher for Sts. Joachim and Ann Catholic School in St. Charles Mo. Kathy has an undergraduate degree in Elementary Education with specific classes in early childhood development.
✓ Family/marital counseling	Kathy has a variety of therapeutic experiences starting as early as 2004 – 2005 where she interned in an Adolescent Psychiatric Acute Hospital. While working there she provided individual, group and family therapy under the supervision of a Licensed Professional Counselor. In her professional roles she has provided individual , group and family therapy for 10 years. She has provided therapy to children, adolescents, adults, and older adults in end of life comfort care.
✓ Social work	2006- 2009 Kathy was the Director of Social Services at a skilled Nursing Center in Florissant Mo. Here she was responsible for patient advocacy as well as coordinating services for Senior patients and their families.

Title of Position: <u>Professional Case Manager</u>	
✓ Case management	Starting in 2005 Kathy has Case Management experience working with children in the Child Welfare System in St. Louis Mo. In her role at the Skilled Nursing Center she provided a number of case management services to patients and their families.
✓ Program administration	2010 – current: Kathy is the Director of Treatment Services at Good Shepherd Children and Family Services. In her role she is responsible for development and implementation of an annual budget, grant and contract proposals and implementation of a parenting and pregnancy teen program. Kathy provides supervision to a staff of approximately 50 staff and maintains accreditation and licensing standards within the shelter/transitional living program.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Colleen Mulligan
Educational Degree (s): include college or university, major, and dates	BSW at University of Central Missouri MSW student at St. Louis University
License(s)/Certification(s), #(s), expiration date(s), if applicable:	N/A
Specialized Training Completed.	Child Welfare Training, Child Welfare Trauma Training, Ethical Issues for Frontline Staff(2/4/15), Protecting God's Children(4/30/15), Using Safety Planning to Assess Risk and Manage Adults at Risk for Suicide(4/24/15), Understanding Two Americas: When Race and Poverty Divide (5/14/15), Understanding Autism Spectrum Disorders(9/16/15), Oppression: A Trauma Informed Perspective (1/20/16).
# of years experience in area of service proposed to provide:	2 ½
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee of Good Shepherd Children and Family Services for 2+ years; Good Shepherd is a subcontractor for Lutheran Family And Children Services in the current proposal
Describe this person's responsibilities over the past 12 months.	Provide professional case management and counseling to expectant parents and birth parents choosing adoption using a home visitation program model.
Previous employer(s), positions, and dates	Previous position at Good Shepherd: Foster Care Specialist
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	
✓ Family/marital counseling	
✓ Social work	BSW degree, MSW student, practicum experience with Children's Division, previous position at Good Shepherd in foster care unit.
✓ Case management	Foster care case management 12/13-11/15, expectant parent/adoption case management.
✓ Program administration	

EXHIBIT E
EXPERTISE OF KEY PERSONNEL

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Elizabeth Rudolph
Educational Degree (s): include college or university, major, and dates	Jefferson College, Associate of Arts, August 2004-May 2006 Southeast Missouri State University, Bachelor of Social Work, August 2006-December 2008 University of Missouri-St. Louis, Master of Social Work, August 2012-May 2015
License(s)/Certification(s), #(s), expiration date(s), if applicable:	N/A
Specialized Training Completed.	Motivational Interviewing 6/23/15; Nurturing Parenting Skills Curriculum Train the Trainer: Feb 17 – 19, 2016; Mental Health First Aid 1-22-2015; Ethical Issues for Frontline Staff 2-4-2015 The Simple and the Strategic of Communication 2-25-2015; Child Abuse and Neglect Conference 4-14-2015 and 4-15-2015; Work Place Violence 4-17-2015; Creating a Trauma Responsive Missouri 8-25-2015; Oppression: A Trauma Informed Perspective 1-20-2016; Becoming Trauma Informed-The Impact of Trauma on Children 2-26-2016
# of years experience in area of service proposed to provide:	7 years
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee of Good Shepherd Children and Family Services for eighteen months; Good Shepherd is a subcontractor for Lutheran Family And Children Services in the current proposal; previously subcontracted for AFCC in the provision of ATA services since the mid 1990's
Describe this person's responsibilities over the past 12 months.	Provide professional case management and counseling to expectant parents using a home visitation program model.
Previous employer(s), positions, and dates	State of Missouri (Jefferson County Children's Division, Children's Service Worker II, February 2009-September 2014
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	
✓ Family/marital counseling	
✓ Social work	Children's Service Worker II with the Jefferson County Children's Division from February 2009 to September 2014. Participated in several community meetings to help with the prevention of child abuse and neglect. With Good Shepherd Children and Family Services (Sept 2014 to present) I have continued as an active participant in those meetings.
✓ Case management	Children's Service Worker II with the Jefferson Co Children's Division from Feb 2009 to Sept 2014. I completed case notes and updated case files. I also complete assessments, establish goals, and conduct family support team meetings.
✓ Program administration	

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Angela D. Robinson
Educational Degree (s): include college or university, major, and dates	MSW-St. Louis University-1980-1982 BSW-University of MO-Columbia, MO-1975-1979
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Licensed Clinical Social Worker September 30, 2016 License number 002062
Specialized Training Completed.	Perinatal Mood and Anxiety Disorders Certificate Training: May 14 and 15, 2015 Nurturing Parenting Skills Curriculum Train the Trainer: Feb 17 – 19, 2016 Oppression: A Trauma Informed Perspective: 1/20/16 Diversity Training; 5/8/2015 Personality Disorder: Assessment and Intervention; 3/20/15 Becoming Trauma Informed-The Impact of Trauma on Children 2/26/16
# of years experience in area of service proposed to provide:	33 year
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	"Employee of Good Shepherd Children and Family Services for 33 years; Good Shepherd is a subcontractor for Lutheran Family And Children Services in the current proposal; previously subcontracted for AFCC in the provision of ATA services since the mid 1990's".
Describe this person's responsibilities over the past 12 months.	Provide professional case management and counseling to expectant parents using a home visitation program model.
Previous employer(s), positions, and dates	Youth Emergency Service 1979-1982
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	
✓ Family/marital counseling	
✓ Social work	33 years
✓ Case management	33 years
✓ Program administration	

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Denise D. Ward
Educational Degree (s): include college or university, major, and dates	Washington University in St. Louis: MSW 2002; University of Missouri in St. Louis: BA Sociology with Emphasis on Social Work 1977.
License(s)/Certification(s), #(s), expiration date(s), if applicable:	LCSW License No. 2006024494, Valid through 9/30/2016.
Specialized Training Completed.	Perinatal Mood and Anxiety Disorders Certificate Training: May 14 and 15, 2015; Nurturing Parenting Skills Curriculum Train the Trainer: Feb 17 – 19, 2016; Becoming Trauma Informed: The Impact of Trauma on Children, 2/26/16 (3 hrs); Nurturing Parenting Programs Facilitators Training, 2/17, 2/18, 2/19/16 (17.25 hrs); Oppression: A Trauma Informed Perspective, 1/20/16 (3 hrs); Perinatal Mood and Anxiety Disorders: Components of Care, 5/14, 5/15/15 (14.15 hrs) Diversity Training, 5/8/15 (2.5 hours); Using Safety Training to Assess Risk and Manage Adults at Risk for Suicide, 4/24/15 (3 hrs) Personality Disorders: Assessment and Intervention, 3/20/15 (3 hrs)
# of years experience in area of service proposed to provide:	37 years in social service profession, 11 ½ years in expectant parent services.
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	"Employee of Good Shepherd Children and Family Services for 11 1/2 years; Good Shepherd is a subcontractor for Lutheran Family And Children Services in the current proposal; previously subcontracted for AFCC in the provision of ATA services since the mid 1990's"
Describe this person's responsibilities over the past 12 months.	Provide professional case management and counseling to expectant parents using a home visitation program model.
Previous employer(s), positions, and dates	George Warren Brown School of Social Work at Washington University St. Louis, Director of CAC (Comorbidity and Addictions Center) 2000-2002; Urban Behavioral Healthcare Institute 1999-2000, Foster Care Case Management Supervisor; YWCA St. Louis County Head Start, Mental Health Specialist 1991; Provident Counseling, Union Electric Customer Assistance Program, Customer Assistance Counselor 1987-1991; Missouri Division of Family Services, Income Maintenance Caseworker and Child Protective Service Worker 1979-1987.
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	
✓ Family/marital counseling	
✓ Social work	From 1979 to present (See previous employer(s), positions above)
✓ Case management	Expectant Parent Social Worker from April 2004 to present; Foster Care Case Management Supervisor at Urban Behavioral Health Care Institute 1999-2000.
✓ Program administration	Director of Expectant Parent Program at Catholic Services for Children and Youth (now called Good Shepherd Children and Family Services) from April 2004 to November 2008.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Director</u>	
Name of Person:	LaVon Hulin
Educational Degree (s): include college or university, major, and dates	MSW, The Southern Baptist Theological Seminary, 1988-1991
License(s)/Certification(s), #(s), expiration date(s), if applicable:	LCSW 004472 exp. 9/30/16 ACSW
Specialized Training Completed.	Child Welfare Trauma Training, May 13-14, 2013 The 3-5-7 Model, June 12-13, 2013 Mental Health First Aid, December 18, 2013
# of years experience in area of service proposed to provide:	24 years
Describe person's relationship to vendor. If employee, # of years.	Employee of MBCH Children and Family Ministries 18 yrs. Subcontractor of vendor- Partners in the Pregnancy Maintenance Network since the late 1990's.
Describe this person's responsibilities over the past 12 months.	Oversight of Pregnancy services in Southeast MO and St. Louis region including a maternity home. Oversight of Foster care case mgt. and Family Resource Development in Southeast MO and St. Louis region.
Previous employer(s), positions, and dates	MBCH Children and Family Ministries. Program Director. January 2010-Present. Lutheran Family and Children's Services. Foster Care Supervisor, Child Welfare Director. July 2004-December 2009. Missouri Baptist Children's Home/MBCH Children and Family Ministries. Social Worker, Supervisor, Residential Director, Program Director. December 1991-July 2004. YWCA. Interim House Manager. September 1991-November 1991. Liberty House. Case Aide. February 1989-May 1991.
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Child Welfare experience and trainings over the many years.
✓ Family/marital counseling	This was done more informally through case mgt.
✓ Social work	27 years in the social work field- primarily in the Child Welfare arena. This has been both frontline and in middle management.
✓ Case management	Working in various programming for 27 years has given a vast array of case mgt. experience with a variety of populations. To name a few- pregnancy, developmentally disabled, residential group care, foster care, family resource development, homeless youth.
✓ Program administration	Oversight of pregnancy services, family resource development, foster care case management, residential, developmentally disabled group home in various combinations since 1992.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Program Manager</u>	
Name of Person:	Jennifer Garland
Educational Degree (s): include college or university, major, and dates	Master Degree-Social Work-University of Missouri-Columbia December 2006; Bachelors Degree—Social Work- Southeast Missouri State University, Cape Girardeau, Missouri May 2003
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Licensed Clinical Social Worker, 2007007218 Expires September 30, 2016
Specialized Training Completed.	Nurturing Parenting Training, Trauma Training,
# of years experience in area of service proposed to provide:	13 years
Describe person's relationship to vendor. If employee, # of years.	Employee of MBCH Children and Family Ministries for 6 years Subcontractor of the vendor
Describe this person's responsibilities over the past 12 months.	Supervise staff who provide case management to pregnant women and those parenting children birth to one year old. Provide case management to clients during worker transitions. Assist staff with learning more about adoption and alternatives to abortion.
Previous employer(s), positions, and dates	Tender Hearts Child Therapy Center, Therapist, 2006-2010 Missouri Children's Division, Children's Service Worker, 2003-2006 Community Counseling Center, Family Assistance worker 2000-2003
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	While providing therapy I received education in play therapy for young children and helped educate parenting regarding early childhood development from 2006-2010. The Nurturing Parenting curriculum used with clients currently relies heavily on helping parents understand child development.
✓ Family/marital counseling	Provided marriage counseling to clients from 2006-2010 when married couples presented to the therapy center.
✓ Social work	I have been a degreed social worker for thirteen years in May have been working in the field the entire time through the roles described above.
✓ Case management	I worked in case management from 2003-2006 with the Missouri Children's Division and have either supervised or worked in case management in my current job since 2011.
✓ Program administration	Five years of experience supervising the pregnancy services program with MBCH Children and Family Ministries from 2011-2016. Six years of experience managing the Family Resource Development team in Southeast Missouri, through MBCH Children and Family Ministries from 2010-2016.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Sarah Bailey
Educational Degree (s): include college or university, major, and dates	Three Rivers Community College-AA Psychology Southeast Missouri State University-BS in Psychology University of Missouri-Columbia-Masters in Social Work
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Licensed Missouri Social Worker 2012027539 9/30/17
Specialized Training Completed.	Trauma training
# of years experience in area of service proposed to provide:	Eleven years
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee of MBCH Children and Family Ministries for four years. Subcontractor of vendor.
Describe this person's responsibilities over the past 12 months.	Assessing families, completing walk through of homes, completing home studies, providing services to pregnant women, providing parenting classes and providing education to pregnant women.
Previous employer(s), positions, and dates	Bootheel Counseling Services May 2004-August 2004 Targeted Case Manager Missouri Children's Division August 2004-February 2011 Children's Service Worker II and Children Services Supervisor Preferred Hospice February 2011-December 2015 social worker MBCH Children and Family Ministries August 2012-present Family Resource Development Specialist MBCH Children and Family Ministries January 2016-present Pregnancy Services Specialist
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Children's service worker and targeted case management-I worked with preschool age children. I received several trainings during that time.
✓ Family/marital counseling	Children's service worker-trainings regarding therapy
✓ Social work	My entire career has been in social work
✓ Case management	My entire career has been as a social worker and a case manager
✓ Program administration	My career at Preferred Hospice I worked in developing a program for veterans.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Dorian Johnson
Educational Degree (s): include college or university, major, and dates	University of Missouri-St. Louis-(BSW) Bachelor of Social Work St. Louis Community College- (AAS) Human Services
License(s)/Certification(s), #(s), expiration date(s), if applicable:	n/a
Specialized Training Completed.	Mental Health Awareness
# of years' experience in area of service proposed to provide:	Over 7 years of experience in the field, working with at-risk youth.
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee of MBCH Children and Family Ministries for 4 months. Subcontractor of the vendor.
Describe this person's responsibilities over the past 12 months.	*Supervisory *case management
Previous employer(s), positions, and dates	Marygrove, Assistant Director of Crisis Care 02/20/2013-09/2015
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	I was able to actively secure a position with Ameri Corps, which offered a position in an elementary school setting teaching language and literacy to children of the early childhood age group.
✓ Family/marital counseling	Roughly, three years of informal case management and services offered to families enduring a crisis.
✓ Social work	I have received academic training and direct care experience that I was able to utilize over the course of seven years.
✓ Case management	I was able to provide nearly six years of case management to at-risk youth that experience homelessness.
✓ Program administration	I have held a supervisory position for nearly two years. I offered support and guidance to staff, in which I supervised more than 8 staff during this period. I also, held a position as an instructor teaching "safe crisis management" in which I was responsible for training the entire campus.

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Valerie Sisson
Educational Degree (s): include college or university, major, and dates	Master of Social Work University of Missouri, Columbia graduated December 2009
License(s)/Certification(s), #(s), expiration date(s), if applicable:	N/A
Specialized Training Completed.	Nurturing Parenting, Childhood Trauma, Worked for Children's Division for six years
# of years experience in area of service proposed to provide:	16 years
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee of MBCH Children and Family Ministries for 5 years Subcontractor of the vendor
Describe this person's responsibilities over the past 12 months.	Working with pregnant woman to education them regarding healthy pregnancy, child development, discipline, nurturing, and prevention of child abuse and neglect.
Previous employer(s), positions, and dates	Stoddard County Children's Division November 2004 to May 2010, Counseling Concepts July 2001 to July 2004, Community Counseling Center Intensive In-home Services November 2001-January 2003, St. Francis County Children's Division June 2000 to November 2001
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Worked with children and families since graduating from college in May 2000. Specialized in child abuse and neglect and educating families on child development and identifying developmental needs and delays.
✓ Family/marital counseling	While working for Community Counseling Center I worked with families on establishing a stable home including stable relationships. I currently educate families regarding the importance of a stable environment and education families regarding domestic violence.
✓ Social work	I have been a social worker since May 2000 and have maintained employment as a social worker since graduating from Southeast Missouri State University with my bachelor in social work degree.
✓ Case management	Throughout my career I have maintained employment as a case manager including my work for the Children's Division, Counseling Concepts, Community Counseling Center.
✓ Program administration	N/A

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Aminah Williams
Educational Degree (s): include college or university, major, and dates	BS-PSYCHOLOGY- Lindenwood University-2002 MA-PROFESSIONAL COUNSELING-Lindenwood University-2007
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Currently in process of obtaining provisional licensure
Specialized Training Completed.	Trauma Informed Care, Suicide Prevention
# of years experience in area of service proposed to provide:	10 plus years of experience in Mental Health, Counseling, and Case Management
Describe person's relationship to vendor. If employee, # of years.	Employee of MBCH Children and Family Ministries for 6 months Subcontractor of the Vendor
Describe this person's responsibilities over the past 12 months.	Providing Case Management for Pregnant Individuals throughout St. Louis, MO and surrounding areas. Providing Counseling and Connections to Community Resources to clients in need. Assisting clients with gaining access to Community Resources, Promoting a Faith based model of Encouragement to all clients in need. Assisting clients with transportation if/when needed. Assist clients with Parenting skills, Communication, Locating Employment, Locating affordable Housing and all other facets of gaining self-sufficiency.
Previous employer(s), positions, and dates	DePaul Health Center- Behavioral Medicine-Intake Assessor/Clinician 2007-2009 Emmaus Homes-Support Coordinator-2009-2010 Behavioral Health Response-Crisis Intervention Counselor-2011-2013 Family Facets-Intensive In-Home Specialist-2014-2015
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Counseling children and families (Family Facets)2014-2015 Currently educating pregnant and mothers of young children for the last six months.
✓ Family/marital counseling	Counseling and Assessment of Individuals needing assistance and support Depaul(2007-2009), BHR (2011-2013), Family Facets (2014-2015)
✓ Social work	Over 10 years of social work experience dealing with families, and involvement in distressed communities.
✓ Case management	Case Management of clients and families provided through Intensive In-Home services at Family Facets (2014-2015) Currently providing case management to pregnant clients and clients with young children.
✓ Program administration	N/A

EXHIBIT E
EXPERTISE OF KEY PERSONNEL

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Director</u>	
Name of Person:	Ashley Dooley Wohlgemuth
Educational Degree (s): include college or university, major, and dates	B.S. Business Administration, Kansas State University; 1997 M.B.A., Trinity College Dublin; 2007
License(s)/Certification(s), #(s), expiration date(s), if applicable:	
Specialized Training Completed.	CPR, 1 st aid, Trauma Informed Care, Mental Health First Aid, Diversity, Various YMCA training certifications ranging from working with youth to management to fundraising
# of years experience in area of service proposed to provide:	15 years
Describe person's relationship to vendor. If employee, # of years.	Employee of Catholic Charities of Kansas City-St. Joseph; employed for 1.5 years.
Describe this person's responsibilities over the past 12 months.	Program oversight of the following programs: children and family, adoption, financial literacy, mental health, Deaf and disability and nutrition sites. Grant writing, implementation and oversight.
Previous employer(s), positions, and dates	Executive Director, YMCA of Greater Kansas City, Feb 2011-Aug 2014; Executive Director of Camping Services, West Suburban YMCA, Oct 2007-Jan 2011; Executive Director, YMCA of Greater Salt Lake, Nov 2000-July 2006
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	As the executive director for the West Suburban YMCA, Ashley oversaw two preschool camps in 2008, 2009, and 2010. Responsibilities included camper recruitment, hiring the camp directors, conducting the all camp staff training, approving weekly camp theme, communicating with parents. As the executive director for the YMCA of Greater Kansas City, she directly managed the "Child Watch" department, which consisted of drop-in babysitting program for children 3 months – 8 years old. Responsibilities included hiring and training staff, ensuring compliance with regulations, handling parent complaints, and daily management.
✓ Family/marital counseling	
✓ Social work	At Catholic Charities, Ashley serves as the director for the agency's child placing services.
✓ Case management	
✓ Program administration	Since 2000, Ashley has served in a leadership role—primarily executive director—within nonprofit organizations. She has written, tracked and reported on grants; implemented new programs; hired, trained and fired staff; provided financial management; set strategic plans; maintained accreditations; built and maintained partnerships; etc.

EXHIBIT E
EXPERTISE OF KEY PERSONNEL

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Program Manager</u>	
Name of Person:	Jamie Batschke MS. Ed
Educational Degree (s): include college or university, major, and dates	Bachelors in Social Work – Saginaw Valley University- 1983 Master’s in Education – St. Vincent College- 2003
License(s)/Certification(s), #(s), expiration date(s), if applicable:	CPR
Specialized Training Completed.	Trauma Informed Care, CPR, HIPPA, Suicide Awareness, Diversity, Staff Supervision and Health and Wellness for Women
# of years experience in area of service proposed to provide:	20 plus years in Human Service and Education
Describe person’s relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee of subcontractor for seven months.
Describe this person’s responsibilities over the past 12 months.	Staff Supervision for Family Development Specialists and Birthparent Coordinators. Programmatic and grant management for the following programs: Financial Literacy, Child Abuse Prevention, Alternatives to Abortion, Adoption Services
Previous employer(s), positions, and dates	St. Vincent College Prevention Projects- Community Programs Manager- 2000-2005 Alliance for a Healthier Generation- Associate Director of Field Operations - 2006-2012 Boston Public Schools- Director of Implementation- 2013-2015
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person’s role and extent of involvement in the experience
✓ Early childhood development	St. Vincent College Prevention Projects- Community Programs Manager- 2000-2005- Designed parent education programs.
✓ Family/marital counseling	St. Vincent College Prevention Projects- Community Programs Manager- 2000-2005. Designed family programs and referral networks for public housing residents
✓ Social work	St. Vincent College Prevention Projects- Community Programs Manager- 2000-2005; Sexual Abuse prevention Program- YMCA- facilitator- 1987 Teen Pregnancy Prevention Task Force- Coordinator-1989; Community Programs Manager- St. Vincent College Prevention Projects-2000-2006 Alliance for a Healthier Generation- Wellness for low-come families- 2006-2012; Catholic Charities of Kansas City- St. Joe- Program management of social service initiatives
✓ Case management	St. Vincent College Prevention Projects- Community Programs Manager- 2000-2005; Catholic Charities supervision on staff- current
✓ Program administration	Teen Pregnancy Prevention Task Force- Coordinator-1989; St. Vincent College Prevention Projects- Community Programs Manager- 2000-2005 Sexual Abuse prevention Program- YMCA- facilitator- 1987; Teen Pregnancy Prevention Task Force- Coordinator-1989; Community Programs Manager- St. Vincent College Prevention Projects-2000-2006 Alliance for a Healthier Generation- Wellness for low-come families- 2006-2012; Catholic Charities of Kansas City- St. Joe- Program management of social service initiatives

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Marianne L. Brachman
Educational Degree (s): include college or university, major, and dates	Master's in Social Work – University of North Dakota- 1995 Bachelor's in General Studies – Roosevelt University- 1985 Master's of Science of Management –Cardinal Smith College- 1987
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Licensed Certified Social Worker- North Dakota- expires 2017
Specialized Training Completed.	Gambling Addiction, Mental Health First Aid, , CPR, HIPPA, Suicide Awareness, Diversity, Child Protection
# of years experience in area of service proposed to provide:	9 years of experience under the Alternatives to Abortion Grant
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee of subcontractor for 9 years
Describe this person's responsibilities over the past 12 months.	Case Management – intakes, assessments, outreach, ongoing support, advocate, provide information and referrals Adoption – intake, assessment, outreach, ongoing support, advocate, information and referral, attend Court hearings, post adoption support
Previous employer(s), positions, and dates	The Village Family Service Agency- 1996-2000- Clinical Social Worker Boothel Mental Health Counseling- 2004- Support Worker Jane Adams Counseling- 1989-1992- Case worker
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Case Manager for Catholic Charities working with children and families since 2006
✓ Family/marital counseling	LCSW- The Village Family Service- 1996-2000
✓ Social work	Case Manager for Catholic Charities working with children and families since 2006 Boothel Mental Health Counseling- 2004- Support Worker The Village Family Service Agency- 1996-2000- Clinical Social Worker Jane Adams Counseling- 1989-1992- Case worker
✓ Case management	Case Manager for Catholic Charities working with children and families since 2006
✓ Program administration	Not Applicable

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: <u>Professional Case Manager</u>	
Name of Person:	Kimberly Barnes
Educational Degree (s): include college or university, major, and dates	Southern University at New Orleans BSW, December 2002
License(s)/Certification(s), #(s), expiration date(s), if applicable:	
Specialized Training Completed.	HIPPA, Suicide Prevention, Diversity, CPR Financial Literacy
# of years experience in area of service proposed to provide:	5
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee at subcontractor for 4 months
Describe this person's responsibilities over the past 12 months.	Case management, goal setting, parent education, intakes and assessments
Previous employer(s), positions, and dates	YMCA Head Start Family Advocate August 2013 – October 2015 Resources for Human Development August 2004 – October 2005 Exhealth, Infinity drug treatment facility August 2000 – May 2001
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Trauma Smart Training, Head Start trainings YMCA Head Start August 2013 – October 2015
✓ Family/marital counseling	Not applicable
✓ Social work	Exhealth, Infinity drug treatment facility August 2000 – 2001 Resources for Human Development August 2004 – October 2005 YMCA August 2013 – October 2015 Catholic Charities October 2015 - present
✓ Case management	Exhealth, Infinity drug treatment facility August 2000 – 2001 Resources for Human Development August 2004–October 2005 YMCA August 2013 – October 2015 Catholic Charities October 2015 - present
✓ Program administration	Not Applicable

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed. Titles of personnel should be consistent with titles referenced throughout the RFP.)

Title of Position: Professional Case Manager	
Name of Person:	Angela Zahner Shipley, MSW
Educational Degree (s): include college or university, major, and dates	Bachelors in Social Work – University of Central Missouri Dec 1996 Masters in Social Work – University of Missouri Kansas City May 2011
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Mental Health First Aid, CPR, Safe at Home Registration Assistant
Specialized Training Completed.	NASW Missouri Symposium, Mental Health First Aid, Metropolitan Adoption Council, CPR, HIPPA, Suicide Awareness, Diversity
# of years experience in area of service proposed to provide:	16 years of experience under the Alternatives to Abortion Grant
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee of subcontractor since 1996.
Describe this person's responsibilities over the past 12 months.	Case Management – intakes, assessments, outreach, ongoing support, advocate, provide information and referrals Adoption – intake, assessment, outreach, ongoing support, advocate, information and referral, attend Court hearings, post adoption support
Previous employer(s), positions, and dates	Senior Center Administrator – Catholic Charities – Dec 1996 to May 1997 Foster Care Case Manager – Catholic Charities – May 1997 to May 1999 Family Development Specialist – Catholic Charities – May 1999 to July 2013 Birthparent Coordinator – Catholic Charities – July 2013 to present
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Case Manager for Catholic Charities working with children and families since 1997
✓ Family/marital counseling	
✓ Social work	Case Manager for Catholic Charities working with children and families since 1997
✓ Case management	Case Manager for Catholic Charities working with children and families since 1997
✓ Program administration	Senior Center administrator for Catholic Charities Dec 1996 to May 1997

Proposed Method of Performance

EXHIBIT F**METHOD OF PERFORMANCE**

The vendor should present a written plan for performing the requirements specified in this Request for Proposal. In presenting such information, the vendor should specifically address each of the following issues:

- 1. Identify the service location as well as any satellite locations. Describe the geographic proximity of the services being proposed to the majority of clients to be served. Describe how women initially access services and locate the service location.**

Lutheran Family and Children's Services, along with the subcontractors, Catholic Charities of Kansas City-St. Joseph, Good Shepherd Children and Family Services, and MBCH Children and Family Ministries comprise the Pregnancy Maintenance Network (PMN).

The service locations of each PMN agency are as follows:

- (1) Catholic Charities of Kansas City – St. Joseph, based in Kansas City with an additional office in St. Joseph;
- (2) Good Shepherd Children and Family Services, based in St. Louis with a satellite office in Hillsboro;
- (3) Lutheran Family and Children's Services of Missouri, with offices in Cape Girardeau, Columbia, St. Louis, St. Charles, Union, Jefferson City, and Springfield;
- (4) MBCH Children and Family Ministries, based in Bridgeton with additional offices in Kansas City, Joplin, Springfield and satellite staff in Southeast Missouri.

By offering services from these 15 offices, PMN providers are accessible to the majority of clients. Our Case Managers travel to clients who are not as close to one of these office locations.

As a result of marketing and outreach activities (described below), a prospective client can identify which subcontractor she wishes to utilize. Clients have access to a toll-free number in order to make contact with the contractor. In remote areas, the client will be referred to the closest available resource, and if necessary, assisted with transportation. Upon entry in PMN, a Case Manager is assigned.

- 2. Describe the demographic profile of the at-risk population to be served. Describe outreach strategies for reaching the targeted at-risk population(s), including strategies for addressing the cultural diversity of targeted clients**

Women served in this program are typically between 15 and 35; 51% are African American, 39% are Caucasian; 4% are Hispanic and 6% are of other ethnicities. The majority are single parents with an annual income under \$6,000 and are evenly spread between urban, suburban and rural environments. They are often challenged by their pregnancy or their role as primary caregiver. Accessing transportation, finding and maintaining affordable and stable housing, addressing health and emotional health difficulties, and overcoming effects of poverty are frequent barriers. Most are poorly equipped to parent safely.

Despite these factors, our clients have resiliency, strengths and opportunities. Because this program is voluntary, the very act of connecting with the Pregnancy Maintenance Network (PMN) shows that each client recognizes that she and her family could benefit from assistance. Many of our clients demonstrate ability and willingness to access external assets in order to experience more stability in their lives. They are typically adept at identifying and communicating the most urgent and immediate sources of their concern or need.

Experience shows that having a previous abortion and pressure from significant persons greatly influence the risk for abortion. Some of the reasons women consider abortion include trying to postpone child bearing, financial difficulties, relationship issues, youth or advanced age, and health risks. Research indicates that for many women, more than one factor contributes to their decision. PMN will assess the client's situation and address any needs or factors that put them at risk for an abortion.

Most of the clients referred to this program are at high risk for health problems. Potentially, there are a number of contributing factors, such as inadequate health care, exposure to toxic stress, trauma history, poor nutrition, a history of substance abuse, sexually transmitted infections, first pregnancies at a young age and repeat births in a short period of time.

The member agencies of PMN have a vast statewide network of subcontract and referral sources. When this contract is awarded, PMN will continue outreach efforts (brochures, flyers, visits and presentations) and will continue to work with hospitals, clinics, nurses, Children's Division county agencies, social service agencies, churches, schools, and homeless shelters throughout Missouri. These programs and organizations provide services to populations that are diverse in terms of culture, ethnicity, and economics. Collaborative relationships with these providers allows for many opportunities to inform them about the Alternatives to Abortion services.

Our primary outreach strategy is to develop strong connections with health clinics and other social service agencies where the target population seeks assistance. For example, in the St. Louis Area, the Barnes Clinic serves a majority of low-income women who could benefit from services, and a strong relationship is maintained with the clinic to maintain referrals. The following are accomplished on a consistent basis to raise awareness of the services available to at-risk populations:

- sharing information on program services with health care professionals
- posting flyers, including sheets with tear off tabs, in areas frequented by women such as coffee shops, laundromats, grocery stores, etc.
- newsletters to consumers
- brochures in health care provider agencies and social service agencies

The importance of delivering culturally sensitive and client-centered services is recognized by PMN. In addition to the requirements of the licensing and accrediting organizations, the PMN leadership group monitor and reviews program services to assure that each sub-contractor;

- Delivers services without discrimination
- Tailors services to the stage of development, age, and other specific characteristics of the person served
- Recognizes, respects, and responds to the unique, culturally defined needs of each client
- Provides staff training on cultural needs of diverse population groups on an ongoing basis
- Accesses interpretation services or language-specific written materials, as needed

3. Describe the marketing of services.

Each subcontracting agency markets Alternative to Abortion services as part of general operations. Primary marketing tools used in the community are brochures, flyers, and pull off tabs created to raise awareness of the services available to pregnant women. Current brochures describe the program, who is eligible, and how to access services. Each subcontractor's website has information on their services for pregnant and parenting women. Social media messaging is also used to share services through twitter feeds and Facebook postings. Resource fairs for professionals and community members are also attended to market the program to pregnant women and providers.

4. Identify the site where the Individual Risk and Needs Assessment and Initial Client Assessment will be conducted. Describe how client eligibility will be determined.

Service is initiated with a call from the client to inquire about programming. The initial conversation determines the meeting place best able to meet the needs of the client, with consideration of privacy, ease of transportation, health, and child care needs. Based on these or other factors, a mutually agreed upon meeting place is identified. In most situations, the meeting place is in the client's home or at the office of the subcontractor but may be at another community location at the client's request. Confidentiality, privacy, and minimization of distractions are paramount in identifying a potential meeting place.

Some of the initial screening regarding eligibility (identifying the client as a resident of Missouri, the 'fit' for this program, and identification of other services with which she may be involved) occurs at the first contact with the service provider. Verification regarding pregnancy and income is obtained during the first meeting. Verification regarding each eligibility factor is made by reviewing information that contains the client's name and address, benefit eligibility determination, with confirmation or application if necessary; pay stubs, ultra sound pictures, or doctor's statements. Verbal clarification regarding the client's involvement with other service providers is a priority, but in some instances, we find that the woman may not understand some of the relationships with others she has approached for services. In those situations, it is hoped that the Alternatives to Abortion program database will catch any duplication of service so that the assigned Case Manager can explain the potential conflict and help the client clarify which provider she wants to continue to utilize.

The process continues with the completion of the Individual Risk and Needs Assessment (IRNA). The worker guides a discussion of the client's current needs. Common areas of need identified with the target population include

- Pre-natal care
- Stabilization of the client's living environment
- Preparation for birth
- Parenting skill development
- Counseling and support around decision-making, relationship issues, depression or other mental health concerns.
- Support and services for victims of domestic violence
- Mental health screenings

The IRNA is then entered into the state data system within 5 working days of entry into the program.

5. Describe the development and updating of the Individualized Pregnancy Continuation Plan including the involvement of the client in the process.

Once the needs assessment is complete, the professional and client together develop the Individualized Pregnancy Completion Plan (IPCP) that documents the prioritized needs and action steps to address those needs. This plan is signed by the worker and the client to signify their agreement to work together on the identified tasks. The IPCP is typically created in the initial session with a client. Thereafter, the IPCP guides the case management process throughout the life of the case and is updated monthly. The central focus of the plan is to promote a healthy outcome of the pregnancy and to establish the basis of a healthy parent/child relationship. Interventions outlined in the plan include education and support to the pregnant woman to develop healthy behavior and attitudes for herself and her children as well as referrals to appropriate agencies and/or organizations.

6. Provide a detailed description of the case management process. Identify the hours of service including emergency coverage outside of business hours and weekends.

Case management is a process through which a professional assists clients to identify their individual strengths and needs in order to build on their strengths and address their needs in a planned, coordinated way. In this case, the need surrounds the pregnancy and the desire of a mother to provide a stable, safe environment for her unborn baby.

The case management process takes place over a series of visits or sessions with the client. These visits typically take place in the client's home or the professional office but could also occur at a community location like a church or a library at the client's request. Appointments are scheduled around the client's availability. PMN Case Managers are accustomed to working with pregnant women after normal business hours or on the week-ends as the need arises.

Key to the case management process is assisting the client in identifying and connecting to community resources and other natural supports to build self-sufficiency beyond the case management intervention. PMN Case Managers assist the client in connecting to MO

HealthNet, WIC, Building Blocks of Missouri, Missouri Community Based Home Visiting programs and Healthy Start Programs. In addition, PMN Case Managers have a wealth of knowledge about other community-based and faith-based services that can assist our clients in securing assistance according to their individual needs.

Clients can inquire about services by calling a PMN toll free number which is available 24 hours a day, 7 days a week. A PMN Case Manager can be reached through an exchange system during on-call hours. Once a client is engaged in service, they have emergency contact information for their individual Case Manager.

- 7. Provide a preliminary outline and description of the proposed content of the required trainings. Additionally, provide copies of any training materials (e.g. manuals, resource books, handouts, reinforcement materials) proposed for use in conducting the training sessions.**

An essential component of our work involves education and counseling focused on developing and enhancing parenting abilities and assisting both mothers and fathers in being responsible parents. Whenever possible, the participation of the father is encouraged and information is shared with them to aid in establishing and promoting responsible paternity. This work can be done within the case management session or can be done in a more formal group setting. In educating clients in these areas, staff use a variety of informational materials approved and provided by the Missouri Department of Health and Senior Services and other sources such as March of Dimes and the Children's Trust Fund. PMN Case Managers assure that the following mandatory topics (as referenced in the RFP point #2.6.1) are covered, typically in the order listed.

Prenatal Parent Education and Parenting Skills Training Outline

- I. Importance of prenatal care -- materials provide information on why it's important to follow through with routine prenatal care, what immunizations are needed during pregnancy and the signs of preterm labor
 - a. *Pregnant? Here are 12 important reasons to get monthly check-ups* -- brochure from Noodle Soup
 - b. *Do's and Don'ts Print and Go Guide on Healthy Pregnancy* -- handout from U. S. Department of Health and Human Services
 - c. *Immunizations for a Healthy Pregnancy* -- brochure from Missouri Department of Health and Senior Services
 - d. *Know the signs of preterm labor* -- brochure from March of Dimes
- II. Importance of taking folic acid in the prevention of neural tube defects
 - a. *Take folic acid every day!* -- handout from the March of Dimes
- III. Impact of substance abuse on pregnancy
 - a. *Drug Use and Pregnancy Ten things you should know* -- brochure from Journeyworks Publishing
- IV. Nutrition and Healthy Eating
 - a. *Healthy Eating and Pregnancy: Ten Tips for Good Nurturing*- brochure from Journeyworks Publishing
- V. Breastfeeding -- materials provide an overview of the benefits of breastfeeding to the infant, as well as to the infant-mother's relationship. A handout is also provided with tips to support mothers who chose to breastfeed.

- a. *20 Great Reasons to Breastfeed Your Baby*- brochure from Childbirth Graphics
 - b. *Breastfeeding for good health* – brochure from Noodle Soup of Weingart Design
- VI. Shaken Baby Syndrome
 - a. *Never shake a baby* – brochure from Children’s Trust Fund
- VII. Safe Sleep for infants following the 2011 American Academy of Pediatrics Recommendations
 - a. *What does a safe sleep environment look like?* – handout from Department of Health and Human Services – USA
 - b. *6 simple steps to make your baby’s crib safe* – brochure from the Children’s Trust Fund
- VIII. Car seat safety-
 - a. *7 out of 10 kids are at risk in a traffic crash!*- brochure from Missouri Department of Transportation
- IX. Immunizations
 - a. *Shots – For your Children’s Health* – brochure from Missouri Department of Health and Senior Services
 - b. *Protect your child right from the start* – handout with Missouri’s immunization schedule

Please note that copies of these training handouts are attached at the end of this bid.

8. **Describe each of the Additional Client Services specified in the RFP. Explain the service delivery system including any referral network and referral plan. Describe the cultural competency of providers.**

Other services (as referenced in RFP point #2.7.1) are provided according to the needs identified in the IRNA and documented in the IPCP. PMN Case Managers assess all sources to meet those needs within the community and access ATA contract funds only when no other source can be identified. The PMN Case Manager makes the referral or assists the client in arranging for the basic need to be met. The following is a list of those services and common referrals. Referrals are listed by region.

Prenatal Care

Prenatal care is a priority for every woman in this program. The client, together with the Case Manager, works to identify her needs and resources (e.g. private insurance, Medicaid, private pay, etc.). The Case Manager makes referrals to local prenatal care providers, including doctors, health centers, clinics, and hospitals, for prenatal care only as well as prenatal care and delivery.

Geographic Region 1: Mosaic Life Care Women’s Health

Geographic Region 3: Swope, Truman and St. Luke’s Hospitals

Geographic Region 4: Women’s and Children’s Hospital, Family Health Center

Geographic Region 6: Mercy JFK Clinic, People’s Health Center, St. Louis County Health Department

Geographic Region 7: Jordan Valley, Cox and Mercy Hospitals, Family Medical Care Clinic

Geographic Region 9: Southeast Health, Missouri Delta Medical Center

Medical Care

Health maintenance, prevention, and treatment are provided by a licensed medical provider. Medical care may include maintenance of health, prevention or treatment of illness, and treatment of injury or pregnancy complications for clients, as such services relate to the prevention of abortion.

Geographic Region 1: Mosaic Life Care Women's Health, Northwest Health Services

Geographic Region 3: Swope, Truman and Sam Rogers Hospitals

Geographic Region 4: Family Health Care Center, University of Missouri Clinic

Geographic Region 6: John C. Murphy Clinic, People's Health Center, Affinia Health Center

Geographic Region 7: Jordan Valley, Family Medical Care Center, Cox and Mercy Hospitals

Geographic Region 9: Twin Rivers Medical Center, South East Health, St. Francis Medical Center

Mental Health Care

Counseling or treatment to assist the client with management of mental illness, stress, postpartum depression, or other issues affecting her mental/emotional well-being is referred for services when indicated. These services are provided by a licensed or certified professional.

Geographic Region 1: Serenity Counseling Center, Family Guidance, Samaritan Counseling Center

Geographic Region 3: Truman Hospital, Tri-County, Center for Behavior Medicine

Geographic Region 4: Maternal Mental Health Program, Family Counseling Center, Lisa Brown, LCSW

Geographic Region 6: Behavioral Health Response, Center Pointe, DePaul Health Center

Geographic Region 7: Burrell, Ozark Counseling Center, Center City Counseling Clinic

Geographic Region 9: Community Counseling Center, Bootheel Counseling

Newborn or Infant Medical Care

Medical care and interventions by a licensed medical provider may be provided to the baby throughout the first year of his or her life.

Geographic Region 1: Mosaic Life Care Hospital/Urgent Care, Social Welfare Board Health Clinic, Lakeside Pediatrics

Geographic Region 3: Swope, Truman and St. Luke's Hospitals

Geographic Region 4: Women & Children's Hospital, Family Health Center

Geographic Region 6: John C. Murphy Clinic, People's Health Center, Affinia Health Center

Geographic Region 7: Family Medical Care Clinic, Cox and Mercy Hospitals

Geographic Region 9: Southeast Pediatrics, Cape County Health Department, Cape Physician Associates

Adoption Assistance

PMN agencies provide education, support, and case management services regarding the emotional and legal aspects of adoption. The client may also be referred to an attorney when indicated.

Geographic Region 1: Catholic Charities of Kansas City-St. Joseph, Lutheran Family and Children's Services

Geographic Region 3: Catholic Charities of Kansas City-St. Joseph, Christian Family Services

Geographic Region 4: Lutheran Family and Children's Services, Love Basket

Geographic Region 6: Lutheran Family and Children's Services, Missouri Baptist Children's Home, Good Shepherd

Geographic Region 7: Lutheran Family and Children's Services

Geographic Region 9: Missouri Baptist Children's Home, Lutheran Family and Children's Services

Child Care

The client is assisted with child care arrangements when needed to participate in contract activities or services. A client is referred to the Department of Social Services for child care assistance and then may use either a day care facility or in-home care. Child care providers must meet minimum Children's Division standards, which require a Family Care Safety Registry.

Geographic Region 1: DSS Family Support Division, InterServ Early Care and Education, YWCA, MO/Respite Child Care-Noyes Home

Geographic Region 3: DSS Family Support Division, Head Start, Family Conservancy, Operation Breakthrough

Geographic Region 4: DSS Family Support Division, Child Care Aware

Geographic Region 6: DSS Family Support Division, Child Care Aware, Crisis Nursery

Geographic Region 7: DSS Family Support Division, Child Care Resource and Referral, Child Development Center

Geographic Region 9: DSS Family Support Division, Head Start, Delta Area Economic Opportunity Corporation.

Clothing

Clothing relating to pregnancy, newborn care, and parenting may be supplied. This may include clothing related to securing and maintaining employment.

Geographic Region 1: Grace House, Second Season Thrift Shop, InterServ Cherokee Street Store

Geographic Region 3: Catholic Charities of KC-St. Joseph, Goodwill

Geographic Region 4: The Wardrobe, Salvation Army, Goodwill

Geographic Region 6: Helping Hand Me Downs, Goodwill, Salvation Army

Geographic Region 7: Crosslines, Salvation Army, Grand Oaks Mission, School Clothing Bank

Geographic Region 9: Salvation Army, Goodwill, Love, Inc.

Domestic Abuse Protection

Each client is assessed for violence in her relationships. If a client is threatened or in danger, the Case Manager will make timely and appropriate arrangements to assist the client and her children in assuring their physical and emotional safety is met. Referral to a domestic violence agency for shelter and/or education on protection is made as appropriate.

Geographic Region 1: YWCA Shelter, Legal Aid of Western Missouri

Geographic Region 3: Rose Brooks, Synergy, Hope House

Geographic Region 4: True North, Rainbow House, Jefferson City Rape and Abuse Crisis Services

Geographic Region 6: Raven, ALIVE, Women's Safe House

Geographic Region 7: Harmony House, COPE House

Geographic Region 9: Haven House, Safe House for Women

Drug and Alcohol Testing and Treatment

Each client is assessed for substance use. Drug/alcohol testing and treatment is provided as needed. When a problem is identified through report or through testing, the client is referred to an individual, group, or family program that is appropriately licensed or certified.

Geographic Region 1: Serenity Counseling Center, Addiction Awareness

Geographic Region 3: Truman Hospital, Tri-County

Geographic Region 4: McCambridge Center, Phoenix Program, Valley Hope

Geographic Region 6: Black Alcohol/Drug Service Information Center (BASIC), Crider, Bridgeway, Center Pointe, Harris House

Geographic Region 7: Preferred Family Health, Burrell, Cox Center for Addictions

Geographic Region 9: Family Counseling Center, Bootheel Counseling

Educational Services

Referrals are made to local public school districts and Hi-SET programs for women who have not completed high school. As appropriate, resources for college, vocational and technical training, books, etc. may be provided.

Geographic Region 1: Webster Learning Center for Hi-SET, Missouri Career Center

Geographic Region 3: Independence Adult Education, Kansas City Adult Education, Blue Springs Adult Education

Geographic Region 4: Career Center, Columbia Area Vocational Tech School, Douglass High School Hi-SET program

Geographic Region 6: Women In Charge, Doors to Success, Job Corp

Geographic Region 7: Missouri Job Center, Ozark Technical Community College Adult Education, Missouri State University, Trade Schools

Geographic Region 9: Southeast Missouri State University Hi-SET, Three Rivers Community College, Mineral Area College

Food

Food products or nutritional products relating to pregnancy, newborn care, and parenting may be supplied. Clients are referred to SNAP and WIC programs and provided with local food pantries with additional resources are needed.

Geographic Region 1: Second Harvest Food Bank, Open Door Food Kitchen, WIC

Geographic Region 3: Catholic Charities Kansas City-St. Joseph, Guadalupe Center, No Boundaries Food Pantry

Geographic Region 4: Salvation Army, Love, Inc., Food Pantry

Geographic Region 6: Jewish FCS Food Pantry, Loaves and Fishes, Hunger Hotline

Geographic Region 7: Crosslines, Schweitzer United Methodist Church food pantry, Grant Oaks Mission

Geographic Region 9: Virgies Place, Inc., Missouri Bootheel Regional Consortium, Southeast Missouri Food Bank

Housing

When needed, the client is assisted in finding appropriate safe housing. Depending on the age and needs of the client and the availability of resources, the following options will be considered: motel/hotel (for emergency situations), group shelter (including domestic violence shelters), transitional living, independent living, placement with a family, foster care, and residential treatment, or assistance with rent, house payments or security deposits.

Geographic Region 1: St. Joseph Housing Authority, HOME Unit, Hillcrest Transitional Housing

Geographic Region 3: United Services, Section 8, Salvation Army

Geographic Region 4: Housing Authority, Columbia Square, Lakewood, Sal. Army Harbor House

Geographic Region 6: Housing Resource Center, Community Action Agency of STL, Housing Authority

Geographic Region 7: Affordable Housing Center, One Door, Housing Authority, The Kitchen

Geographic Region 9: Housing Authority, MO Bootheel Regional Consortium, Amen Center

Utilities

As established social services agencies, the subcontractors of this program have a working knowledge of community energy resources, which are provided to clients. Clients are provided with information on the LIHEAP application and referred to the local agency responsible for administering the program.

Geographic Region 1: CCKC-Emergency Assistance Program, Inter Serv EA program, Community Action Partnership, House of Bread

Geographic Region 3: Catholic Charities Kansas City-St. Joseph, Salvation Army

Geographic Region 4: Central Missouri Community Action, Love, Inc., St. Vincent-DePaul

Geographic Region 6: Community Action Agency of STL, Urban League, St. Vincent-DePaul

Geographic Region 7: Ozarks Area Community Action Corp., One Door, Salvation Army

Geographic Region 9: MO Bootheel Regional Consortium, Delta Area Econ. Opp Consortium, Ministerial Alliance

Job Training and Placement

Referrals to established programs or other assistance that facilitate and/or enhance the employability of the client and/or father of the baby are utilized.

Geographic Region 1: Missouri Career Center, Hillyard Tech Center, Good Works, Vocational Rehab, Missouri Western University

Geographic Region 3: Catholic Charities Kansas City-St. Joseph, Metropolitan Lutheran Services, Job Corps Center

Geographic Region 4: Job Corp, Vocational Rehab

Geographic Region 6: Better Family Life, Missouri Career Center, Job Corp

Geographic Region 7: Missouri Job Center, Schweitzer United Methodist Church-Jobs for Life, Temporary Employment Agencies

Geographic Region 9: Manpower, Workforce, United Way

Supplies

Supplies relating to pregnancy, newborn care, and parenting may be provided and may include car seats, Pack 'N Play, etc.. All the women in the program will be assessed for ability to provide a safe sleep environment for her infant as set forth by the 2011 American Academy of Pediatric Guidelines.

Geographic Region 1: St. Joseph Health and Safety Council, St. Joseph Youth Alliance

Geographic Region 3: Birthright, Safety Council

Geographic Region 4: Love, Inc., Voluntary Action Center, Fairview Church

Geographic Region 6: Birthright, Mary Queen of Angels, SIDS Resources

Geographic Region 7: Safe Kids, Newborns in Need, Crosslines

Geographic Region 9: Birthright, Virgies Place, Inc., Salvation Army

Transportation

In order to assist clients to access the other services provided under this program, the clients may be given assistance for transportation, including bus fare, taxicab fare or private transportation (i.e. gift cards for gasoline).

Geographic Region 1: St. Joseph Transit, All-American Taxi, Logisticare, Oats Bus

Geographic Region 3: Medicaid, Kansas City Transit Authority

Geographic Region 4: Voluntary Action Center, MidMo Rides, Central Missouri Community Action

Geographic Region 6: Call-a-ride, Metrolink public transportation

Geographic Region 7: CU Transit Services, Medicaid Transport, Missouri Jobs Center

Geographic Region 9: SEMO Transit Service, Cape Transit Service, Love, Inc., Medicaid Transport

Ultrasound Services

A client receives ultrasound tests as medically indicated, utilizing her own, or program referred resources.

Geographic Region 1: Mosaic Life Care Women's Health

Geographic Region 3: Swope and Truman Hospitals, Rachel's House

Geographic Region 4: My Life Clinic, Family Health Center

Geographic Region 6: St. Mary's Health Center, Mercy Hospital, People's Health Center

Geographic Region 7: Jordan Valley, Cox and Mercy Hospitals, Family Medical Care Clinic

Geographic Region 9: Options for Women, Pregnancy Resource Center-Sikeston

Other Services

Other services to assist pregnant women in carrying her unborn child to term or to assist her in caring for her dependent child or placing her child for adoption are provided as appropriate and necessary to insure healthy outcomes for mother and baby. This includes services which are essential to the client but not covered in previously listed definitions. In the past some requests have included birth certificates, exterminator services and car repair. PMN will comply with contract requirements regarding the provision and billing for this category, including pre-approval and information on the other sources of funding that were attempted. None of the funds from this contract will be used to purchase tobacco or alcohol products. No funds will be expended for the purpose of performing, assisting or encouraging abortion, or to directly or indirectly subsidize abortion services.

Cultural Competency

PMN providers employ professional Case Managers who receive regular training on the importance of cultural competency. Case Managers also provide referrals related to the cultural needs of the clients they serve. If clients report any concerns about the cultural competency of outside providers, PMN Case Managers will help address any issues that interfere with full access to services.

9. Describe how the information obtained in the client satisfaction is utilized to improve upon services provided.

The Client Satisfaction Surveys will be administered to each client receiving services in June and December as detailed in the contract, section 2.8.3. The client is given the evaluation by her Case Manager. Confidentiality is maintained by the client completing the survey and returning it to her Case Manager in a sealed envelope. This comprehensive process insures the best possible rate of response.

The contractor agrees to utilize the Client Satisfaction Survey to be completed and forwarded to the Department, without the use of identifying information. In addition, as each PMN agency is COA accredited, they conduct consumer satisfaction surveys on a regular basis in addition to the ATA program's Client Satisfaction Survey. Each agency shares lessons learned from this process with one another.

Once the survey results are obtained by the PMN Leadership Group, the Continuous Quality Improvement (CQI) plan will be followed to ensure that each client is receiving quality services. Additionally, the PMN Leadership Group has bi-monthly phone calls to continue to discuss and implement ways to enhance service provision. The satisfaction survey results become a driving point, together with other feedback both formal and informal from service recipients, for service enhancement discussions and any applicable improvements that follow.

10. Describe the plan for developing and implementing an evaluation and continuous quality improvement plan. Include evidence of evaluation and continuous quality improvement process activities that evaluate (1) infrastructure, (2) method of delivery of services, (3) outcomes, and (4) compliance with standards and licensure.

The PMN Leadership Group has developed a Continuous Quality Improvement Plan (CQI) to assure that services provided work towards healthy maternal and birthing outcomes, and meet or exceed client needs and expectations. Management of the process has been assigned to the PMN Leadership Group. This plan follows beliefs and principles designed to empower management and staff to improve services and support the continual evaluation of program activities, processes, outcomes and contract compliance.

This process begins at the award of contract. The PMN Leadership Group identifies specific areas to be examined, including:

- duties, roles and performance of the managing and financial agency (infrastructure);
- timeliness of the assessment and plan of services, ability to serve clients presenting for service, availability and appropriateness of services to address the needs identified, the number of and county of residence of consumers; appropriate documentation (service delivery);
- healthy moms and healthy babies (outcomes);

- training, staff credentials, supervision and caseloads (licensing and accreditation standards).

In addition, each PMN agency has its own CQI plan with internal and external reviews. These include regular reviews and updates by the State of Missouri Child Placing Licensing Unit and the Council on Accreditation, exemplifying the highest quality standards for social services programs. At each meeting of the PMN Leadership Group, there is opportunity to share and discuss trends, opportunities and challenges that each agency has identified or addressed.

The CQI process is focused on the client and driven by data collected from clients, staff, management, member agencies and the community at large. The PMN Leadership Group reviews this data to evaluate program impact. Brainstorming and critical analysis are used to continually refine the policies and procedures, making the program client-friendly. When indicated, change is implemented system-wide. Follow-up with staff assures this implementation and offers additional information and opportunities to evaluate the impact of these changes. Throughout the history of the ATA contracts, assessment tools, such as the Individual Pregnancy Continuation Plan, and the Client Satisfaction Survey have been refined to better meet the needs of clients and to ensure compliance with contract criteria.

The PMN Leadership Group meets on a regular basis to discuss critical issues concerning the contract. This group convenes bi-monthly and more frequently as warranted. During these meetings, quality assurance issues are addressed, followed by adjustments to programming or other needed enhancements made by key program managers. Quality Assurance topics are on the agenda, as discussed in greater detail below.

Another method to address continuous quality and improvement is utilizing the data base system. At each PMN Leadership Group meeting, the management agency discusses trends, issues, and course corrections with all subcontractors. This review includes the preparation of summary reports called 'Actuals' by the management agency which includes an overview of the finances.

In compliance with HIPAA standards, staff members at each agency only have the capability to view information regarding their own clients. However, appropriate management staff has the ability to view information across agencies. In addition, the management agency has the ability to review across the provider network for oversight and reporting.

Each agency distributes the standardized Client Satisfaction Survey as well as an agency specific consumer satisfaction survey which measure satisfaction with services across the participating agencies in the network. Staff members analyze the survey results and discuss them at the PMN Leadership Group meetings. Peer record reviews are utilized across the group, based on randomly selected cases from each agency. The results of each review are evaluated by each subcontractor and discussed with the PMN Leadership Group when applicable.

The PMN Leadership Group also reviews critical incidents as reported by the individual agencies. This review notes trends or areas of improvement needed in our practice. Being proactive allows subcontracting agencies to address issues before they become larger problems. It allows everyone to draw upon the strengths of other agencies to aid in the practice of all.

The PMN Leadership Group also discusses practice challenges, with a focus on those cases that seem to be presenting challenges for individual agencies. The objective views of the committee members can help identify additional avenues to provide the best services possible and to achieve desired outcomes.

- 11. Identify the method of evaluation including indicators that can be measured for continuous quality improvement and capture the data necessary to evaluate the program impact. The plan should address plans and method to improve the program components and continuous quality improvement process activities.**

Indicators for evaluation are used to ensure continuity of service provision across each subcontracting agency, and, include:

Infrastructure

LFCS, the contractor for the program, provides input to improve and enhance service delivery to assure high quality service, continuity and a continuum of care from a management and fiscal perspective. The timeliness and accuracy of response to and from the contractor and the individual subcontractors in relation to requests for approval of other requests, distribution of information, billing, payment distribution, minutes and necessary reports are used as indicators. An example of process improvement in the past included the refinement of the 'Actuals' report that is shared with the subcontractors on a monthly basis.

Method of delivery of services

Delivery of services is evaluated on an ongoing basis. Each month billing is reviewed by the contractor. Indicators include utilization of case management time, review of the description of services in the data base, amounts of direct assistance provided to individual clients, Professional Case Managers, and of the subcontractor as a whole. Trends, discrepancies and errors are brought to the attention of the individual subcontractors and are discussed at the PMN Leadership Group's next meeting or sooner if warranted. As needed, issues brought by the state's contract administrator are discussed and course corrections made. There is continual activity to refine the documentation of services provided in the ATA database based on feedback from the contract administrator and the monthly review of billing.

Reviews of each subcontractor's records are conducted and results analyzed and discussed. Items evaluated include

- Eligibility regarding residency, income, other providers involved with the client;
- Referral Plan for proposed services not directly provided by the contractor;
- Case Management services provided on a monthly basis;
- Client involvement in Individual Pregnancy Continuation Plan (IPCP) development;
 - Regular review with client services provided are indicated in the IPCP
 - Risk Assessment completed within required time frames, services linked with the IRNA and billed appropriately
- IPCP completed in compliance with the contract timeframes.

Compliance with standards and licensure.

Each agency completes the licensing and accreditation process as appropriate and shares lessons learned with other PMN Leadership Group members. At each meeting, correspondence from the state agency is discussed as necessary regarding practice points, revisions, and implementation. Each partner agency has achieved and maintains accreditation through the Council on Accreditation (COA). Reaccreditation occurs every 4 years and involves a rigorous review of the agencies compliance with best practice standards established by COA.

12. **Organizational Chart - The vendor should provide an organizational chart showing the staffing and lines of authority for the key personnel to be used. The organizational chart should include (1) The relationship of service personnel to management and support personnel, (2) The names of the personnel and the working titles of each, and (3) Any proposed subcontractors including management, supervisory, and other key personnel.**
 - **The organizational chart should outline the team proposed for this project and the relationship of those team members to each other and to the management structure of the vendor's organization.**

An organizational chart showing agency and staffing relationships is included and follows Exhibit F.

13. **Along with a detailed organizational chart, the vendor should describe the following:**
 - **How services of the contract will be managed, controlled, and supervised in order to ensure satisfactory contract performance.**

Lutheran Family and Children's Services (LFCS) serves as the contractor, or lead agency, for the ATA contract. LFCS, along with Catholic Charities of Kansas City-St. Joseph, Good Shepherd Children and Family Services and MBCH Children and Family Ministries comprise the Pregnancy Maintenance Network (PMN). The directors from each agency comprise the PMN Leadership Team.

This PMN Leadership Team meets bi-monthly to monitor performance under the ATA contract, including implementation of the contract, spending patterns and the specifics of services provided to our clients. Other duties of the leadership team include practice review, each subcontractor's Performance Quality Improvement and Quality Assurance processes, and the discussion of trends, barriers and successes.

Also during these meetings, as well as at other times throughout the contract, information is shared about lessons learned during the billing review, entry into the data system, and guidelines to ensure that the contract allocation is expended in a controlled and reasonable manner across all agencies.

Since July 2004, LFCS has provided services to the PMN Leadership Team as the management agency. The work at LFCS is accomplished under the supervision of Christine Corcoran, MSW, LCSW. Other members of the management team include Kristen Setterlund, MSW, LCSW and an administrative assistant. Practice and billing issues, as well as requests for other services are directed to the management agency who also serves as liaison with the fiscal manager and the states contract representative.

The team at the management agency answers questions regarding contract issues, documentation requirements and data base entries. The team ensures the following:

- information entered into the ATA program database is accurate and uniform;
- reviews the backup for the subcontractor's invoices and questions items such as double rent and utilities payments for the same case number, and housing units in excess of the days in the month
- obtains any additional information that is needed to complete the billing;
- submits the entries and the invoices of each subcontractor, and, finally,
- shares the information with the fiscal agent.

Billing and financial matters are handled in a similarly comprehensive manner. The Vice President of Finance at Lutheran Family and Children's Services receives a copy of the Alternatives to Abortion Invoice generated by the ATA program database, the supporting Principal Sub Invoice and copies of all other invoices from LFCS. He enters the invoices into the accounts payable system and issues the required checks to the subcontractors. Payment from the state is received by direct deposit.

- **Total Personnel Resources - The vendor should provide information that documents the depth of resources to ensure completion of all requirements on time and on target. If the vendor has other ongoing contracts that also require personnel resources, the vendor should document how sufficient resources will be provided to the State of Missouri.**

PMN is uniquely equipped to provide the depth necessary to provide services under this contract. Each of the subcontractors is a multi-program social service agency. There are multiple sites, in most situations with multiple staff members. In addition, our agencies have worked together on this and other contracts for over 20 years. Our staff trained together, work together and are able to back each other up should the need arise.

14. **Economic Impact to Missouri - The vendor should describe the economic advantages that will be realized as a result of the vendor performing the required services. The vendor should respond to the following:**

- **Provide a description of the proposed services that will be performed and/or the proposed products that will be provided by Missourians and/or Missouri products.**

The Pregnancy Maintenance Network (PMN) was established to provide a coordinated system of case management and supportive services for pregnant and parenting women. This project of PMN serves women across the State of Missouri and offers a variety of social services, made available through this contract. The resources of the four agencies who comprise the Pregnancy Maintenance Network, as well as other health and human service providers throughout the state are utilized in an efficient and effective manner. Each agency employs Missouri staff members and has their facilities physically located in Missouri. Along with employing Missourians, the majority of products used to deliver and document services are purchased in Missouri. These items include office supplies, vehicles, printing services, computers, and gasoline. When possible, preference is given to materials and products made in Missouri.

- **Provide a description of the economic impact returned to the State of Missouri through tax revenue obligations.**

Local and state taxes are paid by the full time employees that have been hired by the agencies of PMN to implement the ATA contract. Along with employing Missourians, the majority of products used to deliver and document services are purchased in Missouri. These items include office supplies, vehicles, printing services, computers, and gasoline.

- **Provide a description of the company's economic presence within the State of Missouri (e.g., type of facilities: sales offices; sales outlets; divisions; manufacturing; warehouse; other), including Missouri employee statistics.**

Lutheran Family and Children's Services of Missouri is a social service agency that employs 210 staff members. LFCS has four regional offices in St. Louis, Cape Girardeau, Springfield and Columbia. Services are also provided through offices in St. Charles, Union and Jefferson City, with additional satellite sites available throughout the state. LFCS total payroll for 2015 within the state of Missouri was \$8.6 million with expenditure reaching over \$11.2 million.

Catholic Charities Kansas City- St. Joseph has offices in St. Joseph, Kansas City and Warrensburg, providing over 60 different programs aimed at reducing poverty and strengthening individuals and families. The agency employs 80 employees with annual salaries of \$3,589,828.00. For calendar year 2015, we paid more than 250 Missouri vendors a total of \$2.6 million.

Good Shepherd Children and Family Services is a social service agency that employs 59 staff. GS operates one site located in University City, Missouri and serves an 11 county area surrounding metropolitan St. Louis. In addition, they share a satellite office with St. Louis Partners located in Hillsboro, Mo. GS FY 2016 budget was in excess of \$3.8 million with total personnel expenses of \$2.6 million.

MBCH Children and Family Ministries employs approximately 180 persons and contracts with several other individuals and businesses for specific purposes. The 2016 budget is established at \$13,595,395 with gross annual payroll for 2016 projected at \$9,062,770. The agency has offices in the following locations: Bridgeton, Peculiar, Mount Vernon, Kansas City, Springfield and Joplin. Services are also provided in Southeast and Central Missouri as well as the Branson area.

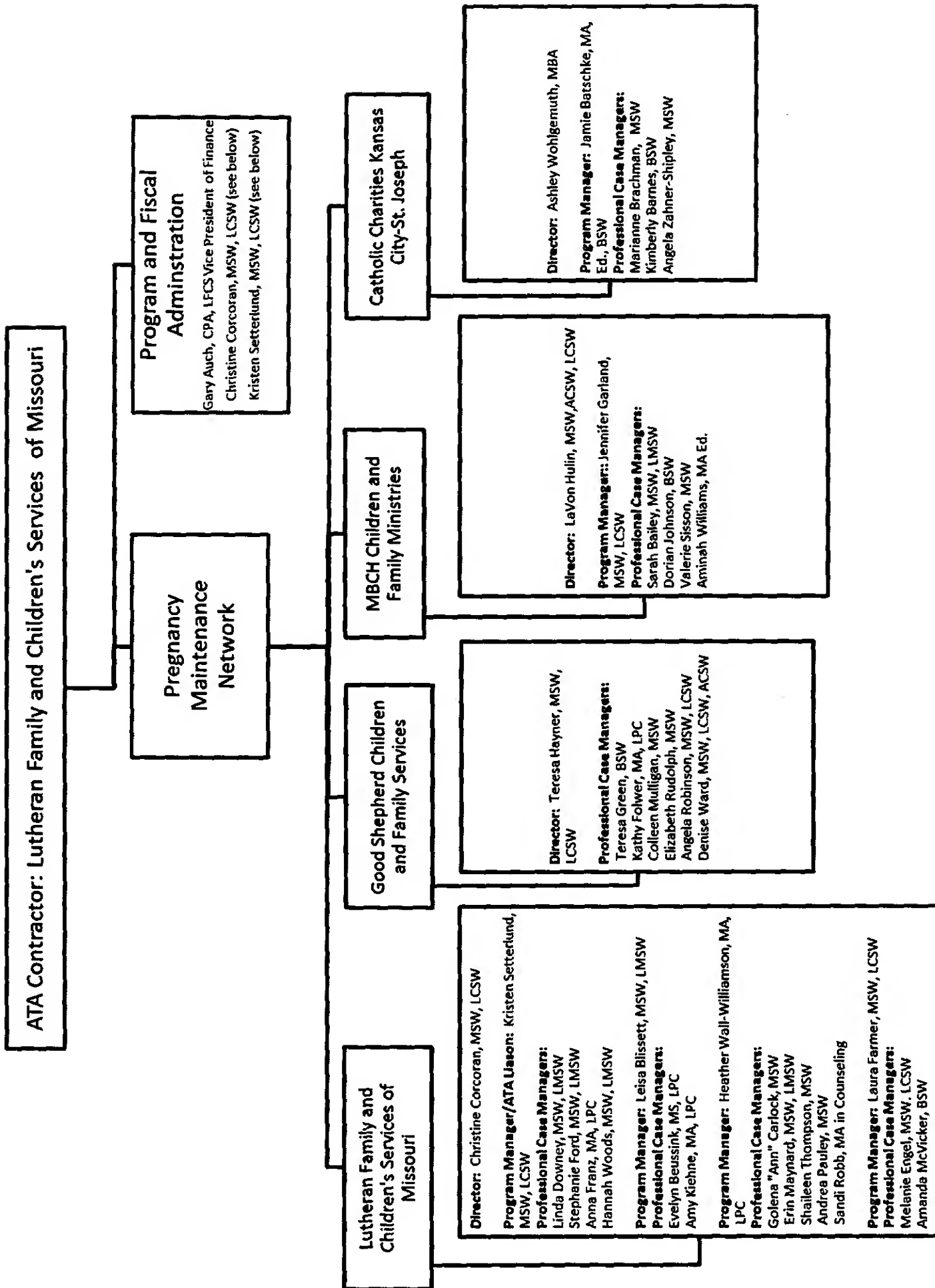


EXHIBIT G

IMPLEMENTATION PLAN

Implementation or Readiness Plan - The vendor should sequentially list and briefly describe the tasks or events proposed for the implementation of the required services. If no tasks or events are required, the vendor should provide a statement of readiness. For each task/event identified, the vendor should identify the number of days required to complete the task/event, the personnel proposed to perform the task/event, and the number of work hours for each person.

- **Completion Day** should be specified as a certain number of days from state agency authorization to proceed with services until completion of the specific task and should be expressed as calendar days, not specific dates.
- **Assigned Personnel** should be identified by name rather than project title unless such personnel are yet to be hired.
- **Workhours** should indicate that time each assigned person will spend on the specific task.

[illegible]

<p>Narrative</p> <p><u>Exhibit H</u> <u>Client Scenario</u></p>	<p>Total Price</p> <p>\$3,740 Case management and direct assistance</p>
<p>Jane contacts an ATA provider at 12 weeks gestation. After speaking with Jane and learning more about her situation, an initial intake visit is set up. As transportation can be an issue and Jane lives 25 miles from the nearest office, a home visit was offered and preferred by Jane.</p> <p>When the case manager arrives, there is no one else in the home, so confidentiality is not an issue for this visit. At the intake meeting in Jane's home, her case manager obtains information needed to enroll Jane in the ATA program, including her address and last four digits of her social security number as well as her health and pregnancy history, proof of pregnancy and proof of income. Jane's zip code, as well as other eligibility factors, is used to determine if a referral is appropriate to the MO HealthNet Prenatal Case Management program, Building Blocks program, Missouri Community-Based Home Visiting Program, or the Healthy Start program. During the intake meeting, Jane is assessed for past or present domestic violence and if there is a history, she will be provided with education and resources on the topic. Her case manager will also explore options for her unborn child, which include parenting and adoption. Jane states that she plans to parent at this time, but may want to discuss adoption at a future visit. All of the information obtained at this visit comprises the Initial Client Assessment and the Individual Risk and Needs Assessment.</p> <p>At the intake meeting, Jane and her case manager complete the Individualized Pregnancy Continuation Plan (IPCP), which lists Jane's goals and action steps. As Jane has not applied for public assistance programs yet, her worker makes this a first priority and provides Jane with the information on MO Healthnet, Women, Infants, and Children (WIC), Supplemental Nutrition Assistance Program (SNAP) and child care assistance. Her case manager provides her with an overview of each program, information on where to apply for each service, as well as what documents will be needed for enrollment. Jane has a car, but her budget is tight, so she is provided with a gift card to a local gas station which will allow her to get to her local Family Support Division office to apply for these services.</p> <p>Jane hopes to have a healthy pregnancy and learn basic parenting skills. She and her case manager will begin discussing different topics during future visits, prioritized according to her needs, in preparation for the baby's arrival. These topics will include safe sleep practices and breastfeeding as well as other important prenatal health topics. Discussions will also center around the needs of the baby, both emotionally and physically. During their discussions, Jane expresses her desire for the father to also receive support and education on these topics. The case manager encourages Jane to invite the father to future sessions and offers to meet with him on an individual basis if he prefers. Additional community resources will also be provided to the father based on his assessment of his needs.</p>	<p>These estimates reflect an intensive level of service and may not be typical for all clients.</p> <p>Case management total costs are based on 44 hours of Professional Case Management at \$60 per hour. \$2,640</p> <p>Transportation assistance \$20</p> <p>Parenting skills education: One on one 3.5 hours x \$60 = \$210</p>

<p>During pregnancy, her need for a Pack n' Play and a car seat were discussed. After exploring community resources and finding that there were no current resources for either, Jane was provided with a Pack 'n Play and car seat one month prior to delivery.</p> <p>As Jane nears the end of her pregnancy, she discusses her current income and finances with her case manager more regularly. Together, they develop a budget and evaluate her income and expenses. While a budget for the future is helpful to Jane, the time she will be out of work after delivery will be difficult. The primary plan is to make referrals to community resources for rental assistance. Jane and her case manager learn that there are no resources in Jane's community to help with rent though, only utility assistance. Jane applies for LIHEAP, which will provide utility assistance during this difficult time.</p>	<p>Pack n' Play - \$70 Car Seat - \$50</p>
<p>After determining there are no other resources for rent, Jane will receive one-time rental assistance through the Alternatives to Abortion program, and she and her case manager will continue to meet and discuss her financial situation. Jane provides documentation from her landlord, and arrangements are made with the landlord for the assistance check to be sent as soon as possible. Future housing needs will be discussed during their monthly meetings, now that her family size has grown, and options explored.</p> <p>After the baby is delivered, Jane is ready to go back to work. Her child care assistance was approved during pregnancy for her three other children and her case manager assists her in adding the new baby to her case. Three months after the baby was born, Jane's car broke down. A mechanic looked at the car and there was only one part needed for the car to run smoothly again. Other request was prepared based on information from the mechanic, as well as the value of the car and purchase of the necessary part was approved.</p>	<p>Month of Rental Assistance \$500</p>
<p>Now that Jane's immediate needs have been addressed, they can begin talking about her other goals. Jane graduated high school and would like to continue her education in the future. Her case manager talked with Jane regarding next steps towards this goal and provided information on programs in her area where she can pursue a degree in nursing. Her case manager is able to continue meeting with her until her youngest child turns a year old to provide resources and support and Jane seeks to achieve this goal, as well as others for her family.</p> <p>In this case scenario, Jane was a committed client that enrolled in the ATA program early in her pregnancy and engaged with her case manager throughout her pregnancy and until her child turned one. As a result, this scenario covered the remaining 7 months of her pregnancy and 12 months of her child's first year of life. It also reflects the more comprehensive intervention provided to a client. Case management/parenting sessions are typically 2-3 hours in length (including travel time) and occur on a monthly basis. The client population of the ATA program can be very transient, so some clients may not take benefit of the entire time of eligible service. Attempts are consistently made by case managers during the time of eligibility to locate current clients and initiate services again.</p>	<p>Other Request - Car Repairs \$250</p>

MBE/WBE Participation

(Exhibits I and J - Not Applicable)

Miscellaneous Information

EXHIBIT K, continued

(Complete the following if you have the E-Verify documentation and a current Affidavit of Work Authorization already on file with the State of Missouri. If completing Box C, do not complete Box B.)

BOX C - AFFIDAVIT ON FILE - CURRENT BUSINESS ENTITY STATUS

I certify that Lutheran Family and Children's Services of Missouri (Business Entity Name) **MEETS** the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo and have enrolled and currently participates in the E-Verify federal work authorization program with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri. We have previously provided documentation to a Missouri state agency or public university that affirms enrollment and participation in the E-Verify federal work authorization program. The documentation that was previously provided included the following.

- ✓ The E-Verify Employment Eligibility Verification page OR a page from the E-Verify Memorandum of Understanding (MOU) listing the vendor's name and the MOU signature page completed and signed by the vendor and the Department of Homeland Security - Verification Division
- ✓ A current, notarized Affidavit of Work Authorization (must be completed, signed, and notarized within the past twelve months).

Name of Missouri State Agency or Public University* to Which Previous E-Verify Documentation Submitted: Missouri Department of Economic Development

(*Public University includes the following five schools under chapter 34. RSMo: Harris-Stowe State University - St. Louis; Missouri Southern State University - Joplin; Missouri Western State University - St. Joseph; Northwest Missouri State University - Maryville; Southeast Missouri State University - Cape Girardeau.)

Date of Previous E-Verify Documentation Submission: 11/12/2015

Previous Bid/Contract Number for Which Previous E-Verify Documentation Submitted: YOP2016-88825

Alan Erdman

Authorized Business Entity Representative's
Name (Please Print)


Authorized Business Entity
Representative's Signature

Lutheran Family and Children's Services of
Missouri

Business Entity Name

February 29, 2016

Date

alane@lfcs.org

E-Mail Address

139986

E-Verify MOU Company ID Number

FOR STATE OF MISSOURI USE ONLY

Documentation Verification Completed By:

Buyer

Date

EXHIBIT K, continued

(Complete the following if you have the E-Verify documentation and a current Affidavit of Work Authorization already on file with the State of Missouri. If completing Box C, do not complete Box B.)

BOX C – AFFIDAVIT ON FILE - CURRENT BUSINESS ENTITY STATUS

I certify that Catholic Charities of Kansas City-St. Joseph, Inc. (Business Entity Name) **MEETS** the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo and have enrolled and currently participates in the E-Verify federal work authorization program with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri. We have previously provided documentation to a Missouri state agency or public university that affirms enrollment and participation in the E-Verify federal work authorization program. The documentation that was previously provided included the following.

- ✓ The E-Verify Employment Eligibility Verification page OR a page from the E-Verify Memorandum of Understanding (MOU) listing the vendor's name and the MOU signature page completed and signed by the vendor and the Department of Homeland Security – Verification Division
- ✓ A current, notarized Affidavit of Work Authorization (must be completed, signed, and notarized within the past twelve months).

Name of Missouri State Agency or Public University* to Which Previous E-Verify Documentation Submitted: Missouri Department of Corrections


(*Public University includes the following five schools under chapter 34, RSMo: Harris-Stowe State University – St. Louis; Missouri Southern State University – Joplin; Missouri Western State University – St. Joseph; Northwest Missouri State University – Maryville; Southeast Missouri State University – Cape Girardeau.)

Date of Previous E-Verify Documentation Submission: July 1, 2015

Previous Bid/Contract Number for Which Previous E-Verify Documentation Submitted: RFA SDA480-008
(if known)

Daniel B. Powers

Authorized Business Entity Representative's
Name (Please Print)


Authorized Business Entity
Representative's Signature

Catholic Charities of Kansas City-St. Joseph, Inc.
Business Entity Name

March 10th, 2016
Date

dpowers@ccharities.com
E-Mail Address

149066
E-Verify MOU Company ID Number

FOR STATE OF MISSOURI USE ONLY

Documentation Verification Completed By:

Buyer

Date

EXHIBIT K, continued

(Complete the following if you have the E-Verify documentation and a current Affidavit of Work Authorization already on file with the State of Missouri. If completing Box C, do not complete Box B.)

BOX C - AFFIDAVIT ON FILE - CURRENT BUSINESS ENTITY STATUS

I certify that Good Shepherd Children and Family Services (Business Entity Name) **MEETS** the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo and have enrolled and currently participates in the E-Verify federal work authorization program with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri. We have previously provided documentation to a Missouri state agency or public university that affirms enrollment and participation in the E-Verify federal work authorization program. The documentation that was previously provided included the following.

- ✓ The E-Verify Employment Eligibility Verification page OR a page from the E-Verify Memorandum of Understanding (MOU) listing the vendor's name and the MOU signature page completed and signed by the vendor and the Department of Homeland Security - Verification Division
- ✓ A current, notarized Affidavit of Work Authorization (must be completed, signed, and notarized within the past twelve months).

Name of Missouri State Agency or Public University* to Which Previous E-Verify Documentation Submitted: Adoption and Foster Care Coalition of Missouri/ Bureau of Financial Services Unit/ Missouri Department of Health and Senior Services.

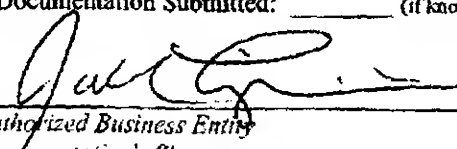
(*Public University includes the following five schools under chapter 34, RSMo: Harris-Stowe State University - St. Louis; Missouri Southern State University - Joplin; Missouri Western State University - St. Joseph; Northwest Missouri State University - Maryville; Southeast Missouri State University - Cape Girardeau.)

Date of Previous E-Verify Documentation Submission: Approx: 05-27-2010

Previous Bid/Contract Number for Which Previous E-Verify Documentation Submitted: _____ (if known)

Jack Lipin

Authorized Business Entity Representative's
Name (Please Print)


Authorized Business Entity
Representative's Signature

Good Shepherd Children and Family Services
Business Entity Name

March 10, 2016
Date

jlipin@ccstl.org
E-Mail Address

192110
E-Verify MOU Company ID Number

FOR STATE OF MISSOURI USE ONLY

Documentation Verification Completed By:

Buyer

Date

EXHIBIT K. continued

(Complete the following if you have the E-Verify documentation and a current Affidavit of Work Authorization already on file with the State of Missouri. If completing Box C, do not complete Box B.)

BOX C - AFFIDAVIT ON FILE - CURRENT BUSINESS ENTITY STATUS

I certify that MBCH Children and Family Ministries (Business Entity Name) **MEETS** the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo and have enrolled and currently participates in the E-Verify federal work authorization program with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri. We have previously provided documentation to a Missouri state agency or public university that affirms enrollment and participation in the E-Verify federal work authorization program. The documentation that was previously provided included the following.

- ✓ The E-Verify Employment Eligibility Verification page OR a page from the E-Verify Memorandum of Understanding (MOU) listing the vendor's name and the MOU signature page completed and signed by the vendor and the Department of Homeland Security - Verification Division
- ✓ A current, notarized Affidavit of Work Authorization (must be completed, signed, and notarized within the past twelve months).

Name of Missouri State Agency or Public University* to Which Previous E-Verify Documentation Submitted:

(*Public University includes the following five schools under chapter 34, RSMo: Harris-Stowe State University - St. Louis; Missouri Southern State University - Joplin; Missouri Western State University - St. Joseph; Northwest Missouri State University - Maryville; Southeast Missouri State University - Cape Girardeau.)

Date of Previous E-Verify Documentation Submission: 05-19-11

SDA 379/200227

Previous Bid/Contract Number for Which Previous E-Verify Documentation Submitted: _____ (if known)

Ramona S. Conrad-Cooper
Authorized Business Entity Representative's
Name (Please Print)

Ramona S. Conrad-Cooper
Authorized Business Entity
Representative's Signature

MBCH Children and Family Ministries
Business Entity Name

03-09-16
Date

Ramona.Cooper@mbch.org
E-Mail Address

192636
E-Verify MOU Company ID Number

FOR STATE OF MISSOURI USE ONLY

Documentation Verification Completed By:

Buyer

Date

EXHIBIT L**Certification Regarding
Debarment, Suspension, Ineligibility and Voluntary Exclusion
Lower Tier Covered Transactions**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988, Federal Register (pages 19160-19211).

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS FOR CERTIFICATION)

- (1) The prospective recipient of Federal assistance funds certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Lutheran Family and Children's Services of Missouri

Company Name

071980353

DUNS # (if known)

Alan Erdman

Authorized Representative's Printed Name

President/CEO

Authorized Representative's Title



Authorized Representative's Signature

February 29, 2016

Date

Instructions for Certification

1. By signing and submitting this proposal, the prospective recipient of Federal assistance funds is providing the certification as set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective recipient of Federal assistance funds knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the Department of Labor (DOL) may pursue available remedies, including suspension and/or debarment.
3. The prospective recipient of Federal assistance funds shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective recipient of Federal assistance funds learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective recipient of Federal assistance funds agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the DOL.
6. The prospective recipient of Federal assistance funds further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may but is not required to check the List of Parties Excluded from Procurement or Nonprocurement Programs.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the DOL may pursue available remedies, including suspension and/or debarment.

EXHIBIT M
MISCELLANEOUS INFORMATION

Outside United States:

If any products and/or services offered under this RFP are being manufactured or performed at sites outside the United States, the vendor MUST disclose such fact and provide details in the space below or on an attached page.

Are any of the vendor's proposed products and/or services being manufactured or performed at sites outside the United States?	Yes <u> </u>	No <u> X </u>
If YES, do the proposed products/services satisfy the conditions described in section 4, subparagraphs 1, 2, 3, and 4 of Executive Order 04-09? (see the following web link: http://sl.sos.mo.gov/CMSImages/Library/Reference/Orders/2004/eo_04_009.pdf)	Yes <u> </u>	No <u> </u>
<p>If YES, mark the appropriate exemption below, and provide the requested details:</p> <p>1. <u> </u> Unique good or service.</p> <p style="padding-left: 20px;">• EXPLAIN: _____</p> <p>2. <u> </u> Foreign firm hired to market Missouri services/products to a foreign country.</p> <p style="padding-left: 20px;">• Identify foreign country: _____</p> <p>3. <u> </u> Economic cost factor exists</p> <p style="padding-left: 20px;">• EXPLAIN: _____</p> <p>4. <u> </u> Vendor/subcontractor maintains significant business presence in the United States and only performs trivial portion of contract work outside US.</p> <p style="padding-left: 20px;">• Identify maximum percentage of the overall value of the contract, for any contract period, attributed to the value of the products and/or services being manufactured or performed at sites outside the United States: <u> </u> %</p> <p style="padding-left: 20px;">• Specify what contract work would be performed outside the United States: _____</p>		

Employee/Conflict of Interest:

Vendors who are elected or appointed officials or employees of the State of Missouri or any political subdivision thereof, serving in an executive or administrative capacity, must comply with sections 105.450 to 105.458, RSMo, regarding conflict of interest. If the vendor or any owner of the vendor's organization is currently an elected or appointed official or an employee of the State of Missouri or any political subdivision thereof, please provide the following information:	
Name and title of elected or appointed official or employee of the State of Missouri or any political subdivision thereof:	n/a
If employee of the State of Missouri or political subdivision thereof, provide name of state agency or political subdivision where employed:	n/a
Percentage of ownership interest in vendor's organization held by elected or appointed official or employee of the State of Missouri or political subdivision thereof:	<u> </u> n/a <u> </u> %

EXHIBIT M, continued**Registration of Business Name (if applicable) with the Missouri Secretary of State:**

The vendor should indicate the vendor's charter number and company name with the Missouri Secretary of State. Additionally, the vendor should provide proof of the vendor's good standing status with the Missouri Secretary of State. If the vendor is exempt from registering with the Missouri Secretary of State pursuant to section 351.572, RSMo., identify the specific section of 351.572 RSMo., which supports the exemption.

N00004804 <i>Charter Number (if applicable)</i>	Lutheran Family and Children's Services of Missouri <i>Company Name</i>
If exempt from registering with the Missouri Secretary of State pursuant to section 351.572 RSMo., identify the section of 351.572 to support the exemption:	

STATE OF MISSOURI



Jason Kander
Secretary of State

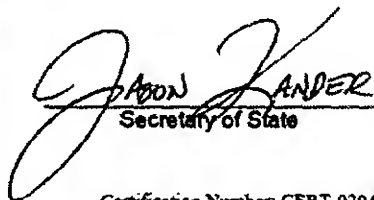
CORPORATION DIVISION
CERTIFICATE OF GOOD STANDING

I, JASON KANDER, Secretary of State of the State of Missouri, do hereby certify that the records in my office and in my care and custody reveal that

LUTHERAN FAMILY AND CHILDREN'S SERVICES OF MISSOURI
N00004804

was created under the laws of this State on the 13th day of February, 1964, and is in good standing, having fully complied with all requirements of this office.

IN TESTIMONY WHEREOF, I hereunto set my hand and cause to be affixed the GREAT SEAL of the State of Missouri. Done at the City of Jefferson, this 4th day of February, 2016.


Secretary of State

Certification Number: CERT-02042016-0009



Attachments

Prenatal Parent Education and Parenting Skills Training Topic: Importance of Prenatal Care

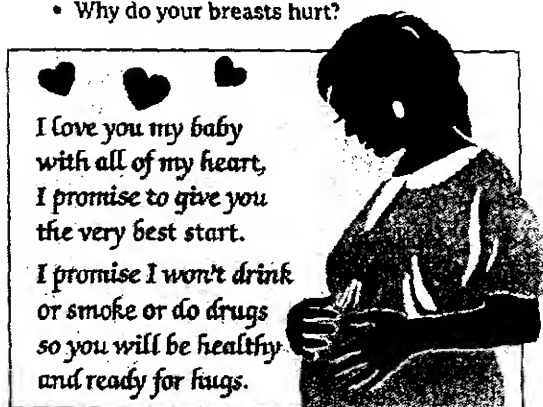
Pregnant?

Here are 12 important reasons to get monthly check-ups

1. Improve your chances for a healthy baby
 - Help prevent your baby from being born sick
 - Learn what your baby should weigh at birth
 - Learn what "full-term" means
2. Protect your own health

Find out about:

 - possible health risks to you
 - why you get tired
 - the importance of exercise and nutrition
3. Get support from health care providers and other pregnant women
 - Having support helps so much!
 - Establish a trusting relationship with health care providers who you can call for help
4. Learn what the warning symptoms are if something is wrong
 - Is it normal to be dizzy?
 - What if you feel sick to your stomach?
 - What if you get bad cramps?
5. Your questions get answered as your body changes
 - Why do you have to go to the bathroom so often?
 - Should you feel the baby kick?
 - How much weight should you gain?
 - Why do your breasts hurt?



Regular check-ups are important to you and your child!

6. Learn about your growing baby
 - When do your baby's fingers and toes develop?
 - Can your baby hear you?
 - Is your baby awake or sleeping?
7. How to prevent Sexually Transmitted Diseases (STDs)
 - Can you have sex while you are pregnant?
 - Should you be tested for STDs even if you're sure you are okay?
 - If you have an STD, will your baby get it?
8. Learn to eat right for the growing baby
 - Should you take vitamins?
 - What should you be eating everyday?
 - Does good nutrition really make a difference?
 - Do you need to drink milk?
9. Learn what to expect during labor and delivery
 - What is labor?
 - When will you know the baby is ready to come?
 - How long does it take?
 - Do you need to be in a hospital?
10. Find out about taking a childbirth education class
 - Will labor and birth make you really sore?
 - How can you get your weight back down?
 - Learn to take care of yourself after delivery
11. Learn how to feed your infant
 - Learn the great benefits of breastfeeding
 - Learn how often a baby needs to eat
 - Learn how to breastfeed or fix a bottle
12. Learn parenting skills
 - How do you take care of an infant?
 - What if the baby gets sick?

Be good to yourself and your developing baby: see your health care provider every month. All of these questions and many more will get answered. It can make a lifetime of difference to you and your baby.

**Prenatal Parent Education and Parenting Skills Training Topic:
Importance of Prenatal Care**

HEALTHY PREGNANCY



<http://www.womenshealth.gov>

1-800-994-9662

TDD: 1-888-229-5446

Do's and Don'ts

PRINT-AND-GO GUIDE

Eat this. Don't eat that. Do this. Don't do that. Pregnant women are bombarded with Do's and Don'ts. It's tough to keep it all straight. Pregnancy Do's are listed below. The next page has a list of pregnancy Don'ts.

Pregnancy Do's

- See your doctor regularly. Prenatal care can help keep you and your baby healthy and spot problems if they occur.
- Continue taking folic acid throughout your pregnancy. All women capable of pregnancy should get 400 to 800 micrograms (400 to 800 mcg or 0.4 to 0.8 mg) of folic acid every day. Getting enough folic acid lowers the risk of some birth defects. Taking a vitamin with folic acid will help you to be sure you are getting enough.
- Eat a variety of healthy foods. Include fruits, vegetables, whole grains, calcium-rich foods, lean meats, and a variety of cooked seafood.
- Get all essential nutrients, including iron, every day. Getting enough iron prevents anemia, which is linked to preterm birth and low-birth weight babies. Ask your doctor about taking a daily prenatal vitamin or iron supplement.
- Drink extra fluids, especially water.
- Get moving! Unless your doctor tells you otherwise, physical activity is good for you and your baby.
- Gain a healthy amount of weight. Gaining more than the recommended amount during pregnancy increases a woman's risk for pregnancy complications. It also makes it harder to lose the extra pounds

after childbirth. Check with your doctor to find out how much weight you should gain during pregnancy.

- Wash hands, especially after handling raw meat or using the bathroom.
- Get enough sleep. Aim for 7 to 9 hours every night. Resting on your left side helps blood flow to you and your baby and prevents swelling. Using pillows between your legs and under your belly will help you get comfortable.
- Set limits. If you can, control the stress in your life and set limits. Don't be afraid to say "no" to requests for your time and energy. Ask for help from others.
- Make sure health problems are treated and kept under control. If you have diabetes, control your blood sugar levels. If you have high blood pressure, monitor it closely.
- Ask your doctor before stopping any medicines you take or taking any new medicines. Prescription, over-the-counter, and herbal medicine all can harm your baby.
- Get a flu shot. Pregnant women can get very sick from the flu and may need hospital care. Ask your doctor about the flu vaccine.
- Always wear a seatbelt. The lap strap should go under your belly, across your hips. The shoulder strap should go between your breasts and to the side of your belly. Make sure it fits snugly.
- Join a childbirth or parenting class.

page 1

WOMENSHEALTH.GOV

U.S. Department of Health and Human Services, Office on Women's Health

Prenatal Parent Education and Parenting Skills Training Topic: Importance of Prenatal Care



<http://www.womenshealth.gov>

1-800-994-9662

TDD: 1-888-220-5446

Steer clear of these pregnancy no-nos to help keep you and your baby safe and healthy.

Pregnancy Don'ts

- Don't smoke tobacco. Quitting is hard, but you can do it! Ask your doctor for help. Smoking during pregnancy passes nicotine and cancer-causing drugs to your baby. Smoking also keeps your baby from getting needed nourishment and raises the risk of miscarriage, preterm birth, and infant death.
- Avoid exposure to toxic substances and chemicals, such as cleaning solvents, lead and mercury, some insecticides, and paint. Pregnant women should avoid exposure to paint fumes.
- Protect yourself and your baby from food-borne illness, which can cause serious health problems and even death. Handle, clean, cook, eat, and store food properly.
- Don't drink alcohol. There is no known safe amount of alcohol a woman can drink while pregnant. Both drinking every day and drinking a lot of alcohol once in a while during pregnancy can harm the baby.
- Don't use illegal drugs. Tell your doctor if you are using drugs. Marijuana, cocaine, heroin, speed (amphetamines), barbiturates, and LSD are very dangerous for you and your baby.

HEALTHY PREGNANCY

- Don't clean or change a cat's litter box. This could put you at risk for toxoplasmosis, an infection that can be very harmful to the fetus.
- Don't eat swordfish, king mackerel, shark, and tilefish, which are high in mercury.
- Avoid contact with rodents and with their urine, droppings, or nesting material. This includes household pests and pet rodents, such as guinea pigs and hamsters. Rodents can carry a virus that can be harmful or even deadly to your unborn baby.
- Don't take very hot baths or use hot tubs or saunas. High temperatures can be harmful to the fetus, or cause you to faint.
- Don't use scented feminine hygiene products. Pregnant women should avoid scented sprays, sanitary napkins, and bubble bath. These products might irritate your vaginal area, and increase your risk of a urinary tract infection or yeast infection.
- Don't douche. Douching can irritate the vagina, force air into the birth canal and increase the risk of infection.
- Avoid x-rays. If you must have dental work or diagnostic tests, tell your dentist or physician that you are pregnant so that extra care can be taken.

**Prenatal Parent Education and Parenting Skills Training Topic:
Importance of Prenatal Care**

Shots adults may need

Ask your health-care provider which shots you need—and how many doses. Take this chart with you when you get shots, and keep a record of the shots you receive.

SHOT	DATE(S) GIVEN
Hep A (hepatitis A)	
Hep B (hepatitis B)	
HPV (human papillomavirus) for females	
Influenza (flu)	
Meningococcal	
MMR (measles, mumps, rubella)	
Pneumococcal	
Td (tetanus, diphtheria)	
Tdap (tetanus, diphtheria, pertussis)	
Varicella (chickenpox)	
Other	

33919 January 2007



For additional copies, contact
Missouri Department of Health and Senior Services
P.O. Box 570
Jefferson City, MO 65102-0570
1-800-219-3224

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER
Services provided on a nondiscriminatory basis.
Alternative forms of this publication for persons with disabilities may be
obtained by contacting the office listed above.
Hearing impaired citizens telephone number 1-800-735-2366.

**Channing
Bete**
COMPANY

**Prenatal Parent Education and Parenting Skills Training Topic:
Importance of Prenatal Care**

***You and your baby
deserve a great start.***

Your baby's well-being depends on you.
It's important to:

- Eat healthy foods.
- Get plenty of rest—and the right amount of activity. (Check with your health-care provider before starting an exercise program.)
- Not smoke.
- Not use alcohol or other drugs.
- See your health-care provider regularly.
- Get any immunizations you need.

***Immunizations (shots) can help
protect both of you against
diseases during pregnancy.***

Some shots may also help
prevent birth defects.

Shots can help you
and your baby get
off to a healthy
start together!



Please read:

Talk to a professional! This folder is not a substitute
for the advice of a qualified expert. • The
photos in this folder are of models. The models
have no relation to the issues presented.

2007 Edition
©2004 Channing Bess Company, Inc. All rights reserved. • Printed in USA.
Channing Bess Company, One Community Place, South Deerfield, MA 01373
To reorder call (800) 828-7733 or visit www.channing-bess.com
and ask for form number P833919

(01-07-0)

Price List A

***Before you
get pregnant***

***Find out if you
need any shots.***

Many shots last a lifetime.
However, adults may need
new shots or "booster" shots.
Many shots are safe for
pregnant women, but
a few are not.



***Talk to your
health-care provider.***

He or she can tell you which
shots you need, based on
your age and health history.
He or she can also run simple
tests to see if you need
certain shots.



***Ask about shots today.
Do it for yourself and your baby!***

Prenatal Parent Education and Parenting Skills Training Topic: Importance of Prenatal Care

Know which shots you may need.

If you are pregnant or planning to get pregnant, you may need shots to protect against:

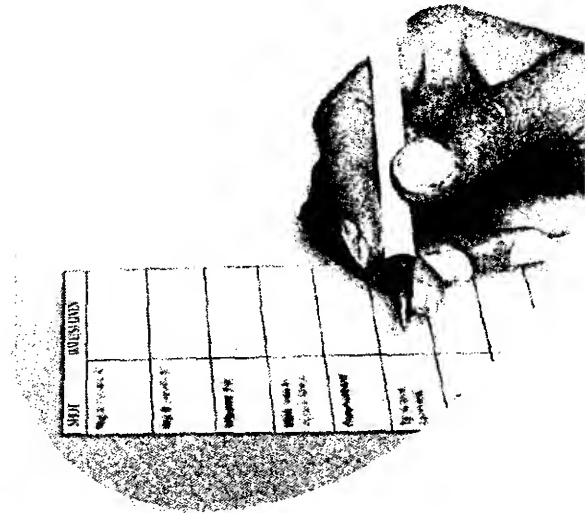
- **Influenza (flu)**—If you will be pregnant during flu season, it is recommended that you get the flu shot. (The nasal mist flu vaccine is not considered safe for pregnant women.)
- **tetanus, diphtheria and pertussis**—1 or more shots may be advised if you have never had shots for these diseases or if you need a booster shot.
- **human papillomavirus (HPV)**—You should get the 3 shots for HPV by the time you're 26 and before you become pregnant. The second dose comes 2 months after the first, and third dose comes 6 months after the first.

You may also need other shots if you are at special risk for certain diseases, including:

- hepatitis A
- hepatitis B
- meningococcal disease
- pneumococcal disease.

You may be at risk if you plan to travel outside of the U.S., if you are a health-care professional or emergency responder, or for other reasons.

Remember, shots can help protect you and your baby against many serious diseases.



Ask your health-care provider which shots are right for you.

**Prenatal Parent Education and Parenting Skills Training Topic:
Importance of Prenatal Care**

**Know which shots
to avoid.**

***Shots you should not get while
pregnant or nursing include:***

- **MMR**—The shot for measles, mumps and rubella (MMR) can pose a serious risk to your baby. Women should not get pregnant for at least a month after getting the MMR shot.
- **Varicella**—The shot for chickenpox may pose risks during pregnancy. Women should not get pregnant for at least a month after getting this shot.
- **HPV**—The 3 shots for HPV are not recommended during pregnancy. If a woman is found to be pregnant after receiving the first shot, she should delay the next two shots until after the birth.

Ask your health-care provider if any other shots may not be right for you.



***If you had a shot for MMR,
varicella or HPV—and didn't know
you were pregnant—talk to your
health-care provider right away.***

***Ask your health-care provider
about the risks and benefits***

of any shot you're considering. All shots are tested for safety. Even so, it's important to know about any possible risks. Your health-care provider can help you weigh risks and benefits—and decide what's best for you.

***Be sure to read the Vaccine
Information Statement (VIS). Your
health-care provider is required
to give you one before any shot.***

**Shots can help
protect you and
your baby!**

For more information about
shots, contact:

Your health-care provider

***Your state or local
health department***

Ask about:

- where to get low- or no-cost shots
- other steps to take to have a healthy pregnancy.

***The Centers for Disease
Control and Prevention***

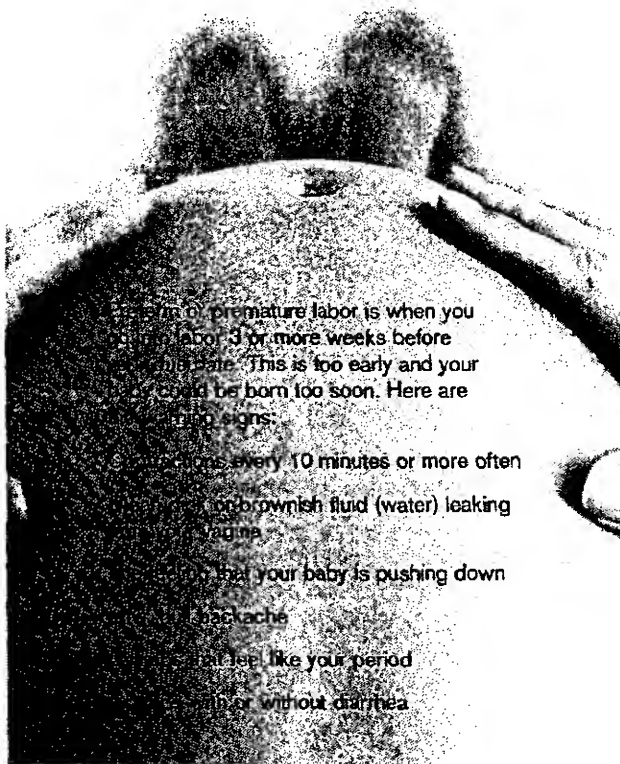
- 1-800-CDC-INFO
(1-800-232-4636)
- 1-888-232-6348 (TTY)
- www.cdc.gov/nip



***Shots can help
protect you and your baby—
and help you get off to a
healthy start together!***

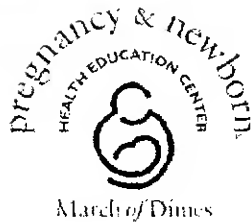
**Prenatal Parent Education and Parenting Skills Training Topic:
Importance of Prenatal Care**

Know the signs of preterm labor.



Preterm or premature labor is when you go into labor 3 or more weeks before your due date. This is too early and your baby could be born too soon. Here are the warning signs:

- Contractions every 10 minutes or more often
- Watery or brownish fluid (water) leaking from your vagina
- A feeling that your baby is pushing down
- Severe backache
- Vaginal bleeding like your period
- Nausea or vomiting with or without diarrhea



1-888-MODIMES • marchofdimes.com

Know what to do.

Call your health care provider (nurse, doctor or midwife) or go to the hospital right away if you think you are having preterm labor, or if you have any of the warning signs. Call even if you have only one sign.

Your health care provider may tell you to:

- Come into the office or go to the hospital for a checkup.
- Stop what you are doing. Rest on your left side for one hour.
- Drink 2-3 glasses of water or juice (not coffee or soda).

If the symptoms get worse or do not go away after one hour, call your provider again or go to the hospital. If the symptoms get better, relax for the rest of the day.

Take care of yourself and your baby.

- Get regular prenatal checkups. Start as soon as you know you are pregnant. Go to every appointment.
- Stay away from alcohol and cigarettes. They are not good for you or your baby. Street drugs may start preterm labor.
- Try to avoid stress. Ask family and friends for help.
- If you feel burning or pain when you go to the bathroom, you may have an infection. Call your health care provider.

© March of Dimes Birth Defects Foundation, 2002. 09-1659-01 08/02



visit
marchofdimes.com
call
1-888-MODIMES
e-mail
askus@marchofdimes.com

Saving babies, together

**Prenatal Parent Education and Parenting Skills Training Topic:
Importance of Taking Folic Acid in the Prevention of Neural Tube Defects**

Take folic acid every day!

Folic acid is good for us.

Why?

Because it's good for you! Folic acid is a B vitamin that every cell in your body needs for normal growth and development. Some studies show that it can help protect you from heart disease. If you take it before and during early pregnancy, it can help prevent birth defects of the brain and spine called neural tube defects (NTDs), and birth defects in a baby's mouth called cleft lip and palate. Some studies show it can help prevent heart defects in your baby, too.

How much?

Take a multivitamin that has 400 micrograms of folic acid in it every day. Or you can

eat fortified breakfast cereals or enriched grain products as part of a healthy diet. Look for "fortified" or "enriched" on the product label.

When?

Now! Start taking folic acid every day. It's never too soon to begin protecting your health and your baby's health if you get pregnant.

Want to know more?

marchofdimes.com

facebook.com/marchofdimes

[twitter.com@marchofdimes](https://twitter.com/marchofdimes)




Folic acid is good for me.

**Prenatal Parent Education and Parenting Skills Training Topic:
Impact of Substance Abuse on Pregnancy**

9. If you are using alcohol or other drugs and cannot stop, get help.
✓ You may have an addiction. Go to a health care provider or clinic and ask for help.

10. Your health and your baby's health are worth it!
✓ Staying away from alcohol and other drugs gives your baby a good chance of being born strong and healthy.

Give your baby the best chance of being born healthy.



If you are pregnant and take drugs, your baby could be born with serious problems. Even drugs or medication that are OK for adults could hurt your baby.

For more information or a referral to a program in your area, visit www.drugabuse.gov on the Internet or call the National Institute on Drug Abuse at 1-800-662-4357.

This pamphlet is not a substitute for professional medical care. If you have questions or concerns, please talk with a health care provider.

Written by Moris Richmond.
Designed by Eva Bernish. Illustrated by Meg Biddle.
© 2000 Journeyworks Publishing. Revised 2007.
All rights reserved. Please do not duplicate.
Printed on recycled paper.

English Title #5179 (Rev. 6/07) ISBN 1-56885-179-0
Spanish Title #5193 ISBN 1-56885-193-6

For ordering information contact:
JOURNEYWORKS PUBLISHING
P.O. Box 8466 • Santa Cruz • CA 95061
800 • 775 • 1998 www.journeyworks.com

A HEALTHY PREGNANCY

Drug Use and Pregnancy

Ten Things You Should Know



FOR YOU AND YOUR BABY

**Prenatal Parent Education and Parenting Skills Training Topic:
Impact of Substance Abuse on Pregnancy**

DRUG USE AND PREGNANCY

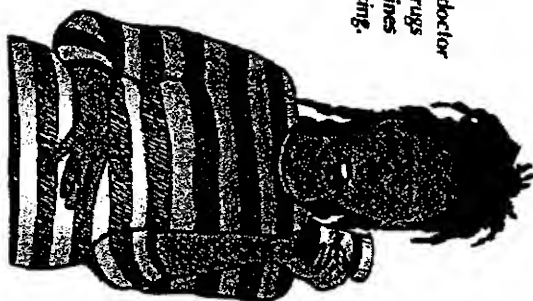
If you are pregnant, using drugs or taking certain medications can hurt you and your baby. Here's what you need to know to give your baby the best chance for a healthy life.

1. Babies whose mothers take drugs while pregnant can be born very sick.
 - ✓ Your baby could be born with a low birthweight or with birth defects.
 - ✓ You may lose your baby (miscarriage).
2. Some problems don't show up until later on.
 - ✓ Your child may have trouble sitting still and learning new things.
 - ✓ Some problems might not show up until your child starts school.



3. Tell your health care provider about all drugs that you are taking.
 - ✓ If you use illegal drugs, it may be scary to tell your doctor. But you and your baby's health depend on it.
 - ✓ Tell your doctor about everything - including over-the-counter medicines, prescriptions, cigarettes, alcohol, and illegal drugs.

Talk to your doctor about all drugs and medicines you are taking.



4. If you get sick, talk to your health care provider before taking any medicine.
 - ✓ Some medicines that can help you may hurt your baby.
5. Talk to your health care provider before taking over-the-counter medications.
 - ✓ Medicine that you can buy at the store, like aspirin or cough syrup, may also be harmful.

6. Drugs like marijuana and cocaine can hurt your baby.
 - ✓ Your baby could be born addicted.
 - ✓ He or she may have physical and emotional problems that don't go away.

7. Drinking alcohol during pregnancy is the leading cause of preventable birth defects.
 - ✓ Even small amounts of alcohol may cause birth defects and learning problems.

8. Smoking cigarettes can cause your baby to be born early or too small.
 - ✓ Smoking may also cause stillbirth and sudden infant death syndrome (SIDS).

If you can't stop using drugs, ask for help.



**Prenatal Parent Education and Parenting Skills Training Topic:
Impact of Substance Abuse on Pregnancy**

8.

**You'll Protect Your Baby
from Secondhand Smoke**

- ✓ Infants are more likely to get sick if their parents smoke.
- ✓ If you quit, your baby will be less likely to have colds, bronchitis, ear infections, allergies and asthma.

9.


**You'll Live to See Your
Child Grow**

- ✓ You'll reduce your own risk of lung cancer, heart disease and other illnesses.
- ✓ You'll feel better and live longer to help your baby grow.

10.

Try These Quit Tips

- ✓ Pick a day to quit and stick to it.
- ✓ Throw out all your cigarettes.
- ✓ Drink 6 to 8 glasses of water a day.
- ✓ Chew gum, carrots or celery.
- ✓ Keep your hands busy. Knit a baby blanket. Make a baby album.
- ✓ Ask for support from your family, friends and health care provider.
- ✓ If you can't stop, try to cut back.
- ✓ Think about your growing baby!



Smoking for Two

Smoking is bad for everyone.
But if you're pregnant, it can
also hurt your unborn baby.
So help yourself. Help your baby.
Read this pamphlet for 10 great
reasons to quit!

This pamphlet is not a substitute for professional medical care.
If you have questions or concerns, please talk with a
health care provider.

Written by Tara Leonard.
Designed by Eva Bernstein. Illustrated by Sue Ellen Parkinson
© 1996 Journeyworks Publishing. Revised 2005.
All rights reserved. Please do not duplicate.
Printed on recycled paper.

English Title #5069 (Rev. 5/05) ISBN 1-56885-069-7
Spanish Title #5147 ISBN 1-56885-147-2

For ordering information contact:
JOURNEYWORKS PUBLISHING
P.O. Box 8446 • Santa Cruz • CA 95061
800 • 775 • 1998 www.journeyworks.com

HELP YOUR BABY

**Ten Best
Reasons Not
to Smoke
While You're
Pregnant**



HELP YOURSELF

Prenatal Parent Education and Parenting Skills Training Topic: Impact of Substance Abuse on Pregnancy

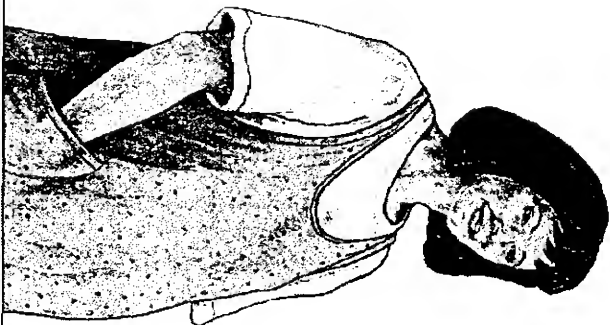
TEN BEST REASONS NOT TO SMOKE WHILE YOU'RE PREGNANT

Are you pregnant or planning to be? You have a special reason to quit smoking – your baby. If you quit now, you can improve your health and protect your baby. So do it for yourself. Do it for your baby. Here are some good reasons to quit smoking.

1.

You Can Do It!

- ✓ Many women quit smoking before they become pregnant or while they are pregnant.
- ✓ You can be one of them.



2.

If You Quit, Your Baby Does Too!

- ✓ When you smoke, the cigarette chemicals reach your baby. They keep your baby from getting the food and oxygen it needs to grow.
- ✓ It's best to quit before you get pregnant. But quitting anytime while you are pregnant will help.

3.

You'll Have a Healthier Pregnancy

- ✓ Women who smoke have a higher risk of bleeding and miscarriage (pregnancy loss).
- ✓ Their babies may also be born too soon.
- ✓ If you quit, your baby is more likely to be born at the right time.

4.

Your Pregnancy May Be Easier

- ✓ Quitting will help you to breathe more easily and cough less.
- ✓ You will have more energy (to carry your baby's extra weight)!
- ✓ Food will taste better. So you may enjoy a healthier diet.

5.

Your Baby Will Be a Healthier Weight

- ✓ Babies born to mothers who smoked during pregnancy weigh less than other babies.
- ✓ Smaller babies get sick more often. They are more likely to die during their first year.
- ✓ If you quit, your baby is more likely to be a healthy weight.



6.

Your Baby's Risk of SIDS Will Be Lower

- ✓ Smoking during pregnancy triples your baby's risk of SIDS (sudden infant death syndrome). If you quit, your baby has a lower risk of SIDS.
- ✓ Your baby is also less likely to be stillborn (born with no signs of life).

7.

Your Breast Milk Will Be Free of Cigarette Chemicals

- ✓ The chemicals in cigarettes also enter your breast milk.
- ✓ Nicotine can cause restlessness, vomiting and diarrhea.
- ✓ Smoking increases your baby's risk of SIDS.
- ✓ Smoking may also reduce your supply of breast milk.

**Prenatal Parent Education and Parenting Skills Training Topic:
Impact of Substance Abuse on Pregnancy**


You can say "No" to secondhand smoke.

- ✓ Post "No Smoking" signs in your home.
- ✓ Toss out cigarettes, matches, lighters and ashtrays.
- ✓ Offer gum and mints as alternatives to smoking.
- ✓ Choose family activities where your baby won't be exposed to smoke.
- ✓ Don't allow smoking in the car.

Secondhand smoke affects everyone.

- ✓ More than 3,000 nonsmokers die each year from lung cancer caused by secondhand smoke.
- ✓ Secondhand smoke causes more than 45,000 deaths from heart disease each year in nonsmokers.

Protect your baby and yourself from secondhand smoke!



Protect your baby!


Babies are fragile - they need to be protected from smoke even before they are born. If you're pregnant, planning to be, or taking care of a baby, read this pamphlet to learn how to keep your baby safe.

Written by Louise Schlower.
Designed by Eve Bernstein. Illustrated by Meg Bidh.
Special thanks to all of our reviewers.
2012 Revised and updated.
©2001 Journeyworks Publishing. All rights reserved.
Please do not duplicate. Printed on recycled paper.
English Title #5259 (Rev. 5/12) ISBN 978-1-56885-259-1
Spanish Title #5306 ISBN 978-1-56885-306-2

For ordering information contact:
JOURNEYWORKS PUBLISHING
P.O. Box 8466 • Santa Cruz • CA 95061
800 • 775-1198 www.journeyworks.com

KEEP YOUR FAMILY HEALTHY

Secondhand Smoke and Your New Baby



PROTECT YOUR BABY & YOURSELF

Prenatal Parent Education and Parenting Skills Training Topic: Impact of Substance Abuse on Pregnancy

SECONDHAND SMOKE AND YOUR NEW BABY

Babies exposed to smoke are more likely to get sick. Give your baby and yourself the best chance for a healthy life. Here are some tips on how to keep smoke out of your home and away from your baby.

Protect your baby from smoke during pregnancy.

- ✓ If a pregnant woman regularly breathes smoke from someone else's cigarette (secondhand smoke) or smokes, the baby could have weaker lungs than other babies. This can cause serious health problems.
- ✓ Also, if the mother smokes while pregnant, she is more likely to have a miscarriage (end of pregnancy) or have a baby that is born too soon or weighs too little.



For mothers:
If you quit smoking while pregnant, good for you! Now that your baby is born, it is just as important for you to stay smoke free – for your health and your baby's health.

When your baby is born, keep him or her safe from smoke.

- ✓ Babies who breathe secondhand smoke have more colds, ear infections and asthma attacks.
- ✓ Babies exposed to smoke have a greater risk of dying from sudden infant death syndrome (SIDS).
- ✓ Secondhand smoke causes bronchitis and pneumonia in thousands of babies every year.



For fathers and other family members:

Do your part to protect your baby. Don't smoke around your baby's mother while she is pregnant, and don't smoke around the baby after he or she is born! If you can, quit. Support the mother's efforts to quit too. Your baby's health is too important to risk.

Ask others not to smoke around your baby.

- ✓ If relatives or visitors smoke, ask them to smoke outside. It's not enough to open a window.
- ✓ Be sure day care workers and babysitters don't smoke around the baby.
- ✓ Your baby is the best reason in the world to be smoke free.
- ✓ If your partner or other family members smoke, ask them to quit with you.
- ✓ Talk to a doctor about stop-smoking aids, classes and support groups.
- ✓ If you can't quit right away, set up a place to smoke outside and away from the baby.



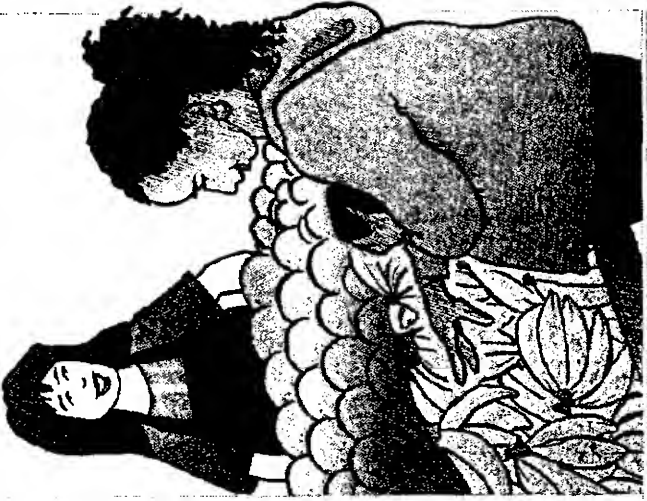
**Prenatal Parent Education and Parenting Skills Training Topic:
Nutrition and Healthy Eating**

A HEALTHY PREGNANCY

Healthy Eating and Pregnancy

Ten Tips for Good Nutrition

FOR YOU AND YOUR BABY

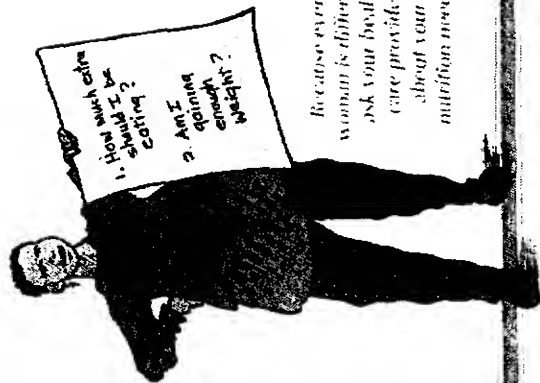


Eating healthy foods during pregnancy can help you feel better. It will also help your baby get the right vitamins and minerals to grow healthy and strong. To learn more, visit www.4women.gov/pregnancy on the Internet.

8. Talk to your health care provider about food safety.
 - ✓ Don't eat raw or undercooked meat, fish, chicken or eggs. Food poisoning is risky for you and your baby.
 - ✓ Some fish have high levels of mercury. Mercury can harm your baby. Ask your doctor how much and which fish are OK to eat.

9. Eat six to eight small meals a day.
 - ✓ This can help with morning sickness and indigestion.

10. Most women need to eat about 300 extra calories each day.
 - ✓ Most women need to gain 25 to 35 pounds during pregnancy.
 - ✓ Ask your health care provider how much weight you should gain.



Because every woman is different, ask your health care provider about your nutrition needs.

This pamphlet is not a substitute for professional medical care. If you have questions or concerns, please talk with a health care provider.

Written by Mardi Richmond.
Designed by Eva Bernstein. Illustrated by Meg Biddle
© 2000 Journeyworks Publishing. Revised 2007.
All rights reserved. Please do not duplicate.
Printed on recycled paper.

English Title #5180 (Rev. 6/07) ISBN 1-56885-180-4
Spanish Title #5194 ISBN 1-56885-519-4

For ordering information contact:
JOURNEYWORKS PUBLISHING
P.O. Box 8466 • Santa Cruz • CA 95061
800 • 775 • 1998 www.journeyworks.com

Prenatal Parent Education and Parenting Skills Training Topic: Nutrition and Healthy Eating

HEALTHY EATING AND PREGNANCY

Eating healthy foods during pregnancy is one thing you can do to give your baby a good chance of being born healthy.

1. The food you eat helps your baby grow.
✓ Good nutrition can help prevent birth defects and help your baby have a healthy birthweight.



2. Each day, eat a variety of healthy foods.

- ✓ Vegetables (4 servings a day)
- ✓ Fruits (3 servings a day)
- ✓ Grains such as bread, cereal, pasta or tortillas (6 servings a day)
- ✓ Milk, cheese or yogurt (4 servings a day)
- ✓ Meat or other protein foods such as beans, peanut butter or tofu (2 servings a day)

A serving may be 1/2 cup of vegetables, one piece of fruit, one slice of bread or an 8-ounce glass of milk.

3. Get plenty of calcium and iron.
✓ For calcium, eat four servings of milk, cheese, yogurt, firm tofu or dark green leafy vegetables each day.
✓ For iron, eat red meats, beans and whole grains.

4. Eat foods high in folic acid.
✓ Getting enough folic acid can help prevent certain types of birth defects. It's important to get enough folic acid before you become pregnant and in early pregnancy.
✓ Foods with folic acid include spinach, broccoli, beans, oranges and enriched breads, cereals and rice.
✓ You need to get about 400 micrograms of folic acid each day.

Ask your health care provider if taking a prenatal vitamin is right for you.



5. Take a multivitamin daily.
✓ Most doctors recommend that pregnant women and women trying to get pregnant take a prenatal vitamin every day.
✓ Taking a daily multivitamin is one way to make sure you are getting enough folic acid, calcium and other important vitamins and minerals.



6. Drink at least six to eight glasses of water each day.
✓ You may need to drink even more in hot weather.
7. Say no to alcohol and limit caffeine.
✓ Beer, wine and other kinds of alcohol can hurt your baby.
✓ Too much caffeine (in coffee, soda, tea and chocolate) may harm your baby. Ask your health care provider about how much caffeine is too much.


**Prenatal Parent Education and Parenting Skills Training Topic:
Breastfeeding**

20 *Weeks* to Breastfeed Your Baby

Some women have concerns about breastfeeding their babies because they have heard inaccurate information about it. They may worry that their milk supply will be inadequate or that breastfeeding will be hard to learn, painful, or inconvenient. Once false ideas about breastfeeding are dispelled, women can make informed decisions based on the facts.

Discuss any concerns about breastfeeding with a lactation consultant or healthcare provider. They can tell you the facts and answer any questions you may have about breastfeeding.

To learn more about breastfeeding your baby, call:

 Childbirth Graphics®



**Prenatal Parent Education and Parenting Skills Training Topic:
Breastfeeding**

10

*Great Reasons
for You*

- 1. Breastfeeding often makes weight loss easier and may help you get your figure back faster.*
- 2. Breastfeeding can help your uterus return to its normal size more quickly.*



- 3. Your breastmilk is always ready: no mixing, measuring, or heating; no sterilization or refrigeration; no cleanup.*
- 4. Nighttime feedings are quicker and easier.*
- 5. Breastfeeding saves money—there's nothing to buy.*

**Prenatal Parent Education and Parenting Skills Training Topic:
Breastfeeding**

6. *Going out is simple. Breastfed babies are easy to take along.*
7. *Breastfeeding helps you feel close to your baby and is a warm and cozy time for both of you.*
8. *You are providing the best nutrition for your baby's growing body.*



9. *You can read to an older child while you breastfeed your baby. It's a great time for everyone to cuddle.*
10. *Breastfeeding is a special gift that only you can give your baby.*

**Prenatal Parent Education and Parenting Skills Training Topic:
Breastfeeding**

Simply the
healthiest
choice
for you
and
your baby

Originally developed by Debra Swank, RN, BSN, IBCLC
NOODLE SOUP
 OF WEINGART DESIGN
 4614 Prospect Avenue, Suite 328, Cleveland, Ohio 44103
 Phone: (216) 881-0093 Fax: (216) 881-7177
 www.noodlesoup.com • Product #1020
 © 1999, 2012 Noodle Soup of Weingart Design
 Photocopying is a violation of federal copyright laws.

Sources
 AAP policy statement Breastfeeding and the Use of Breastmilk
 AHRQ Breastfeeding and Maternal and Infant Health Outcomes
 in Developed Countries
 WHO Evidence on the long-term effects of breastfeeding



Prenatal Parent Education and Parenting Skills Training Topic: Breastfeeding

Your milk is your baby's perfect food

Breast milk is the best food for your baby. It's perfect for your baby's health and growth.

- Breast milk is easy to digest.
- Breast milk has the right balance of fat, sugar, and protein.
- Breast milk contains antibodies that help protect your baby from illness.
- Breast milk is always at the right temperature.
- Breast milk is always available.

Breastfeeding is the best way to start your baby's life. It's a natural and healthy way to feed your baby.

Breastfeeding helps your baby's brain develop. It's a healthy way to start your baby's life.

Breastfeeding is the best way to start your baby's life. It's a natural and healthy way to feed your baby.

Breastmilk can begin a lifetime of good health for your baby

- Adults who were breastfed have:
 - less diabetes
 - lower rates of high blood pressure
 - lower cholesterol
 - fewer skin problems, including dermatitis
 - less Crohn's disease (chronic diarrhea)
- Breastfeeding helps prevent a lifetime of obesity, reducing adolescent and adult obesity by 15-30%. Breastfed infants learn to eat only what they need, a lesson that can last a lifetime.
- Breast milk is brain food. Some studies show that breastfed children have higher IQs.

Breastfeeding is healthy for mom

- Women who breastfeed lower their risk of several serious diseases, including:
 - high blood pressure
 - high cholesterol
 - heart disease
 - type 2 diabetes
- Breastfeeding provides protection from cancer of the ovaries, reducing a woman's risk by 21%.
- Women who breastfeed longer than 12 months in their life, decrease their risk of breast cancer by 28%.

Affordable health care
begins with breastfeeding

Prenatal Parent Education and Parenting Skills Training Topic: Breastfeeding



La Leche League International, Inc.

© 2009 La Leche League International, Inc. • Schaumburg, IL 60193 USA
All rights reserved. No part of this publication may be reproduced without written permission from La Leche League International, Inc.

Breastfeeding tips



Early Start

- Put baby to the breast to nurse as soon as possible after birth.

How Often?

- Baby needs to nurse 10-12 times in 24 hours. The more you nurse the more milk you will have.
- Frequent breastfeeding stimulates milk production.

Colostrum

- Produced in first few days.
- Small amounts, but concentrated. Perfect for a newborn's tiny stomach.
- Protects against infection.
- Clears meconium—helps reduce jaundice.
- Satisfies baby's thirst and hunger.

Engorgement

- Nurse often!
- Cold compresses or cabbage leaves between feedings to reduce swelling.
- Warm showers or compresses before feeding.
- Soften breasts by expressing some milk.
- Use gentle finger pressure around the base of the nipple to move some of the swelling slightly backward and upward into the breast.

Baby Needs Night Feedings

Easily digested human milk passes quickly

through the digestive system. This is why breastfed babies wake at night to eat.

Enough Milk?

After milk comes in:

- 5-6 wet disposable diapers in 24 hours.
- 2-5 bowel movements per day mean baby is getting enough milk.

Milk Too Weak?

Never! Milk changes throughout the feeding. Express one drop of milk before and after a feeding and see the difference. Foremilk is watery to satisfy thirst. Hindmilk is creamy to satisfy hunger.

Ensuring Adequate Milk Supply

- Finish the first breast first.
- Offer other breast if baby is still hungry.
- Use breast compressions to keep baby interested and awake during feedings.

Sore Nipples

Remember: Correct positioning and latch-on are most important for preventing sore nipples.

- Break suction before taking baby off the breast.
- Offer the least sore breast first.
- Use only plain water for washing.

Helpful Hints

- Watch your baby, not the clock!
- La Leche League Leaders are accredited volunteers who are available to help in person, over the phone, and online. Locate an LLL Leader near you @ www.llli.org.

- Use ultra pure modified lanolin, like HPA® Lanolin, or hydrogel pads without cloth backing to speed healing.
- Check with an LLL Leader for help.

Blocked Duct

If milk becomes blocked a tender lump may appear in the breast.

- Apply heat.
- Get plenty of rest.
- Nurse frequently.
- Check positioning.

Growth Spurts

Baby may nurse more often at times to build milk supply. "Frequency days" often occur around 3 weeks of age.

Back to Work

- Find out about facilities at work for expressing and storing your milk.
- Best to wait until milk supply is well established.
- Pump or express milk at work.
- Take milk home for the next day's feedings.
- Frequent breastfeeding when at home.

Bottles

- Babies who are feeding well don't need bottles.
- If using a bottle while separated from baby, use a slow-flow nipple. Fast-flow nipples may confuse baby and cause him to reject feeding at the breast.

Latching On

- Sit back comfortably (don't lean over baby).
- Support your breast with one hand.
- Place baby's head on your forearm. Pull baby's feet in close to your other side. Hold baby at level of breast.
- Baby's face and body are turned toward mother.
- Tickle baby's lips, and wait for him to open wide.



- Bring baby to the breast with his head slightly tilted back. Baby's chin will press into the breast first. More of your breast will be covered with his lower jaw.



- When baby is latched well, his chin should be pressed into the breast, and his nose slightly away from it.



Illustrations by Fred Engel

Prenatal Parent Education and Parenting Skills Training Topic: Breastfeeding



La Leche League International

1617 North Plain Street, 4th Floor, Schaumburg, IL 60193, USA
815.314.2770 • Fax: 815.314.2771 • E-mail: lli@llli.org

Claves de la Lactancia

Comienza pronto

- Pon tu bebé al pecho lo antes posible después del parto.

Con qué frecuencia

- El bebé necesita mamar de 10 a 12 veces en 24 horas. Cuanto más amamantes a tu bebé más leche tendrás.

- El amamantamiento frecuente estimula la producción de leche.

Calostro

- Se produce en cantidades pequeñas durante los primeros días (cucharaditas, no onzas).

- Pequeñas cantidades pero concentradas. Perfectas para el pequeño estómago del recién nacido.

- Protege al bebé contra infecciones.

- Facilita la expulsión del meconio—Ayuda a reducir la ictericia.

- Satisface la sed y el hambre del bebé.

Pechos congestionados

- ¡Amamanta con frecuencia!

- Aplica hojas de col o paños fríos entre las tomas para reducir la hinchazón.

- Duchas o paños calientes antes de amamantar.

- Extrae un poco de leche para ablandar tus pechos.

- Presiona ligeramente la base del pezón para mover un poco la hinchazón hacia atrás y hacia arriba en el pecho.

El bebé necesita comer durante la noche

La leche materna se digiere fácilmente pasando rápidamente por el sistema digestivo. Es por esto que los bebés amamantados se

despiertan durante la noche para mamar.

¿Suficiente Leche?

Después que baja la leche:

- 5-6 pañales desechables en 24 horas.

- 2-5 evacuaciones al día significan que el bebé está recibiendo suficiente leche.

¿La Leche es muy Rala?

¡Nunca! La leche materna cambia durante una mamada. Extrae una gota de leche antes y después de una mamada y verás la diferencia. Primero la leche es rala para satisfacer la sed. Después la leche es más cremosa para satisfacer el hambre.

Asegurándose de que el bebé reciba lo suficiente

- Terminar el primer pecho primero.

- Ofrecer el otro pecho si el bebé aún está hambriento

- Presionar el pecho para mantener al bebé interesado y despierto durante las tomas.

Pezones adoloridos

Recuerda: Una posición correcta y la manera como agarra el bebé el pezón son muy importantes para prevenir pezones adoloridos. Lo principal es revisar la posición, el abdomen del bebé frente al tuyo.

- Rompe la succión antes de quitar al bebé del pecho.

- Primero ofrécele el pecho que te duela menos.

- Usa sólo agua al ducharte, sin jabón.

Detalles Útiles

- ¡Observa a tu bebé, no al reloj!

- Las Líderes de La Liga de La Leche son voluntarias acreditadas que atienden en persona, por teléfono y vía internet. Localiza a una Líder cerca de ti en: www.llli.org.

- Utiliza lanolina pura modificada, como Lanolina HPA o compresas de hidrogel sin forro de algodón para acelerar la cura.

- Para más ayuda comunícate con una Líder de LLL.

Conducto tapado

Si se tapa el flujo de la leche un bulto doloroso puede aparecer en el pecho.

- Aplica calor.

- Descansa lo más que puedas.

- Amamanta frecuentemente.

- Revisa la posición en que estás amamantando.

Crisis de crecimiento

A veces el bebé puede querer el pecho más seguido para aumentar la producción de leche. Este crecimiento repentino normalmente ocurre alrededor de las 3 semanas de vida.

Si vas a regresar a trabajar

- Averigua sobre un lugar en tu trabajo para poder extraer y conservar tu leche.

- Lo ideal es esperar hasta que la lactancia esté bien establecida.

- Extrae leche en el trabajo.

- Lleva la leche a la casa para la alimentación del día siguiente.

- Amamanta frecuentemente cuando estés en casa.

Biberones

- Los bebés que se alimentan bien al pecho, no necesitan biberones.

- Si se utilizan biberones en los momentos de separación entre la madre y el bebé, utilizar tetinas de flujo lento. Las tetinas con el flujo muy rápido pueden confundir al bebé y hacer que rechace el pecho.

Para Iniciar la Succión

- Siéntate cómodamente (no te agaches sobre tu bebé).

- Sujeta tu pecho con una mano.

- Pon la cabeza de tu bebé sobre el doblez de tu brazo. Arrima sus piernas a tu cuerpo. Pon tu bebé al nivel de tu pecho.

- Tu bebé debe estar completamente de lado, su abdomen frente al tuyo.

- Cosquillea los labios del bebé y espera hasta que abra muy bien la boca.



Illustrations by Paul Rogers

- Acerca el bebé al pecho con la cabeza ligeramente echada hacia atrás. La barbilla del bebé será la que presionará el pecho en primer lugar. La mandíbula inferior del bebé cubrirá gran parte del pecho.

- Cuando el bebé esté bien enganchado al pecho, su barbilla estará presionando el pecho mientras que su nariz estará ligeramente separada.

**Prenatal Parent Education and Parenting Skills Training Topic:
Shaken Baby Syndrome**

take a break,

Be patient. When you leave your baby in the car, you are taking a break from your baby.

Children's Trust Fund
Missouri's Foundation For Child Abuse Prevention

Strong Families, Safe Kids

Children's Trust Fund
P.O. Box 1641
Jefferson City, MO 65102-1641
673-761-5147 • fax 673-761-0264
childrens.org

Prenatal Parent Education and Parenting Skills Training Topic: Shaken Baby Syndrome

Babies Cry...A lot!

At 2 months, healthy baby may cry up to 2 hours each day. By 4 months, you will cry the most at age 2 months. By 6 months, your baby will cry less each week.

At 2 months, babies are shaken

Babies Cry...A lot!

Babies Cry...A lot!

At 2 months, healthy baby may cry up to 2 hours each day. By 4 months, you will cry the most at age 2 months. By 6 months, your baby will cry less each week.

At 2 months, babies are shaken

Babies Cry...A lot!

At 2 months, healthy baby may cry up to 2 hours each day. By 4 months, you will cry the most at age 2 months. By 6 months, your baby will cry less each week.

At 2 months, babies are shaken

Shaking a baby is dangerous. Shaking a baby can cause:

- brain damage
- blindness
- spinal injuries & paralysis
- seizures
- severe learning & behavior problems
- even death

**Prenatal Parent Education and Parenting Skills Training Topic:
Safe Sleep for Infants (following the 2011 AAP recommendations)**

What Does a Safe Sleep Environment Look Like?

Prevention of Sudden Infant Death Syndrome and Other Sleep-Related Causes of Infant Death



Use a firm sleep surface, such as a mattress in a safety-approved* crib, covered by a fitted sheet.

Do not use pillows, blankets, sheepskins, or crib bumpers anywhere in your baby's sleep area.

Keep soft objects, toys, and loose bedding out of your baby's sleep area.

Do not smoke or let anyone smoke around your baby.

Make sure nothing covers the baby's head.

Always place your baby on his or her back to sleep, for naps and at night.

Dress your baby in sleep clothing, such as a one-piece sleeper, and do not use a blanket.

Baby's sleep area is next to where parents sleep.

Baby should not sleep in an adult bed, on a couch, or on a chair alone, with you, or with anyone else.



*For more information on crib safety guidelines, contact the Consumer Product Safety Commission at 1-800-638-2772 or <http://www.cpsc.gov>



Ernie Kennedy Shriver National Institute of Child Health and Human Development



**Prenatal Parent Education and Parenting Skills Training Topic:
Safe Sleep for Infants (following the 2011 AAP recommendations)**

Safe Sleep For Your Baby



- Always place your baby on his or her back to sleep, for naps and at night, to reduce the risk of SIDS.
- Use a firm sleep surface, such as a mattress in a safety-approved* crib, covered by a fitted sheet, to reduce the risk of SIDS and other sleep-related causes of infant death.
- Room sharing—keeping baby's sleep area in the same room where you sleep—reduces the risk of SIDS and other sleep-related causes of infant death.
- Keep soft objects, toys, crib bumpers, and loose bedding out of your baby's sleep area to reduce the risk of SIDS and other sleep-related causes of infant death.
- To reduce the risk of SIDS, women should:
 - Get regular health care during pregnancy, and
 - Not smoke, drink alcohol, or use illegal drugs during pregnancy or after the baby is born.
- To reduce the risk of SIDS, do not smoke during pregnancy, and do not smoke or allow smoking around your baby.
- Breastfeed your baby to reduce the risk of SIDS.
- Give your baby a dry pacifier that is not attached to a string for naps and at night to reduce the risk of SIDS.
- Do not let your baby get too hot during sleep.
- Follow health care provider guidance on your baby's vaccines and regular health checkups.
- Avoid products that claim to reduce the risk of SIDS and other sleep-related causes of infant death.
- Do not use home heart or breathing monitors to reduce the risk of SIDS.
- Give your baby plenty of Tummy Time when he or she is awake and when someone is watching.



Remember Tummy Time!

Place babies on their stomachs when they are awake and when someone is watching. Tummy Time helps your baby's head, neck, and shoulder muscles get stronger and helps to prevent flat spots on the head.

* For more information on crib safety guidelines, contact the Consumer Product Safety Commission at 1-800-638-2772 or <http://www.cpsc.gov>.

For more information about SIDS and the Safe to Sleep® campaign:
Mail: 31 Center Drive, 31/2A32, Bethesda, MD 20892-2425
Phone: 1-800-535-CRIB (2742)
Fax: 1-866-740-5947
Website: <http://safetosleep.nichd.nih.gov>
NIH Pub. No. 12-5755
August 2014

Safe to Sleep® is a registered trademark of the U.S. Department of Health and Human Services.



Eunice Kennedy Shriver National Institute
of Child Health and Human Development

**Prenatal Parent Education and Parenting Skills Training Topic:
Safe Sleep for Infants (following the 2011 AAP recommendations)**



Good to Know

Safe Sleeping

Babies can spend as many as 16 hours a day sleeping. As a parent or caregiver, it is important to be sure your baby's sleep environment is a safe one. These six simple steps will help make your baby's crib a safe place to sleep and help decrease the chances for injury, overheating, suffocation, strangulation, and Sudden Infant Death Syndrome (SIDS).

The message is as simple as 'ABC':
Babies should sleep...
Alone,
on their Backs,
in a Crib.

SIDS Resources, Inc.
www.sidsresources.org
800-421-3511

First Candle-Bedtime Basics
www.firstcandle.org/bedtimebasics

American Academy of Pediatrics
www.aap.org

Report Child Abuse
1-800-392-3738

Parentlink Warmline
1-800-552-8522
1-888-460-0008 En Español

My Children's Mission

Strong Families, Safe Kids
P.O. Box 1641
Jefferson City, MO 65102-1641
573-751-6147 • fax 573-751-0254
cf@oc.mt.gov • www.cf4kids.org

Missouri KIDS
Julie - "Prevent Child Abuse"

Crib Safe

Simple Steps
Safe Sleep for Babies...
a Guide for Parents
& Caregivers

Children's Trust Fund
A Missouri Foundation for Children Program

Scan QR code (requires app)
to go to www.cri4kids.org.

Prenatal Parent Education and Parenting Skills Training Topic: Safe Sleep for Infants (following the 2011 AAP recommendations)

1. Place your baby on his or her back to sleep at nap and night time.

Show this important advice with everyone who cares for your baby.

2. Place your baby on a firm, tight-fitting mattress in a safety-approved crib.

Do NOT place your baby to sleep on an adult bed or other soft mattress, waterbed, sofa, beanbag, pillow, cushion or other soft surface.

- The crib mattress should be firm and fit tightly so that not more than two fingers can fit between the crib and mattress.
- Make sure everyone caring for your baby has a safe crib and is aware of these steps. Take a portable when visiting family and friends.
- Hand-me-down cribs, cribs and cribs from thrift stores are often unsafe. Make certain the spaces between the crib slats are no wider than a soda can. Be sure there are no splinters or cracked or chipped paint on the crib. End panels should not have any decorative holes or cutouts, and corner posts should have flat tops.
- Keep the sides of the crib up at all times. Drop sides should have a locking latch that will not accidentally release.

3. Remove all fluffy and loose bedding from the sleep area.

Take all pillows, quilts, blankets, stuffed toys, bumper pads, comforters, sheepskins and other soft items out of the crib.

- Use a tightly fitted sheet.
- Avoid commercial devices marketed to reduce the risk of SIDS, such as wedges and positioners.
- Hanging toys and hammocks should not be in or around the crib nor within the child's reach.

4. Instead of a blanket, consider using a sleeper, sleep sac or other sleep clothing with no other covering.

- Do not let your baby get too hot. Dress him or her in as much or as little as you would wear. Do not wrap your baby in lots of blankets or clothes. If your baby is sweating, has damp hair or a heat rash, he or she may be too hot.
- Do not place the crib near a heat source, such as a furnace vent, radiator or space heater.

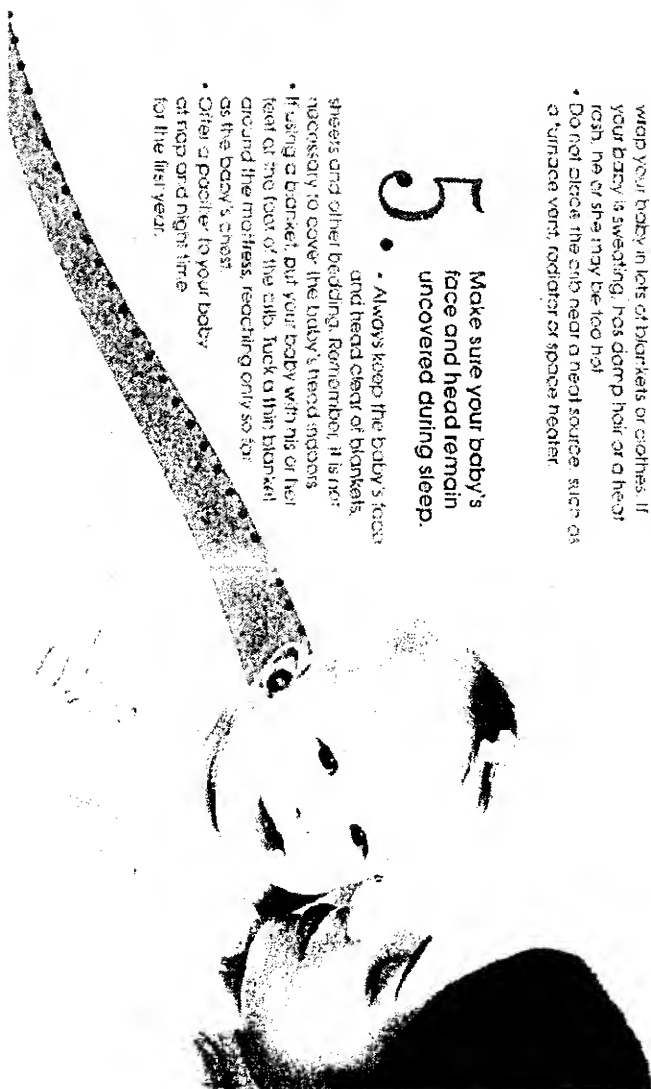
5. Make sure your baby's face and head remain uncovered during sleep.

- Always keep the baby's face and head clear of blankets, sheets and other bedding. Remember, it is not necessary to cover the baby's head in warm weather.
- If using a blanket, put your baby with his or her feet at the foot of the crib. Tuck a thin blanket around the mattress, reaching only as far as the baby's chest.
- Offer a pacifier to your baby at nap and night time for the first year.

6. Bed sharing can be dangerous. The safest place for a baby to sleep is alone on his or her back in a standard crib on a firm mattress.

Placing your baby to sleep in a crib or other safe sleeping area next to your bed is safer.

- Babies sleeping in adult beds, often referred to as bed sharing, are at increased risk of SIDS, suffocation, strangulation and other injury.
- Do not allow your baby to sleep with a sibling.
- If a baby may be brought into bed for nursing or comfort, but should be returned to his or her own crib when the parent is ready to return to sleep.
- If you are concerned you may fall asleep while breastfeeding, talk with your healthcare provider about ways to successfully and safely feed your baby.



**Prenatal Parent Education and Parenting Skills Training Topic:
Car Seat Safety**

7 out of 10 kids

are at risk in a traffic crash!

Car crashes are the No. 1 killer of kids. Nearly 73 percent of all child restraints are not used correctly. Is your child safe?

For more information contact the Missouri Department of Transportation's Highway Safety Division at 800-800-BELT (2358) or go to www.modot.org.

**Prenatal Parent Education and Parenting Skills Training Topic:
Car Seat Safety**

Play by the Rules

MISSOURI'S CHILD RESTRAINT LAW

Lap and
shoulder
safety belts

Children 8 and over or weighing at least 80 pounds or at least 4'9" tall are required to be secured by a safety belt or booster seat appropriate for that child.



Booster seats
with lap and
shoulder belt

Children ages 4 through 7 who weigh at least 40 pounds must be in an appropriate child safety seat or booster seat unless they are 80 pounds or 4'9" tall.



Child
safety
seats

Children less than 4 years old or less than 40 pounds must be in an appropriate child safety seat.



Prenatal Parent Education and Parenting Skills Training Topic: Car Seat Safety

May/June 2012

SAFETY TIP

CAR SEAT SAFETY: Is Your Child in the Correct Seat?

Proper car seat safety and usage has been found to drastically reduce the risk of death for children in car accidents. Research on the impact of using child safety seats has found them to reduce death by 71 percent for infants (under 1 year old) and by 54 percent for toddlers (1-4 years old) in cars. For infants and toddlers in light trucks, the reductions are almost 60% for both infants and toddlers. It is important to choose the right seat for your child.

Baby (or infant-only) car seats: These should always face the rear of the car. They have a weight limit of between 22 and 35 pounds. When your baby reaches the weight or height limits for his infant seat, move him to a rear-facing convertible car seat.



Convertible (or infant-toddler) car seats: These function as both rear-facing seats for babies and toddlers and forward-facing seats for older children. Many new ones are designed to hold a child of up to 40 pounds rear-facing and up to 70 pounds forward-facing. It's safest to leave your child rear-facing as long as possible – in fact, the latest guidelines from the American Academy of Pediatrics (AAP) say to keep your child in a rear-facing car seat until the age of 2, or until he reaches the seat's maximum rear-facing height and weight limits.



Belt-positioning booster seats: These seats are for kids who are at least 4 and weigh at least 40 pounds. They use the regular car lap and shoulder belts to secure the child. Backless boosters are fine when used with an automobile seat that provides head support. According to Missouri Statute, children should remain in a booster seat until they are age 8 OR 80 pounds OR 4'9" tall.

RESOURCES/ LINKS

Missouri Child Safety Passenger Law

<http://www.mo-dot.org/safety/documents/CPSTLawEnforcementInfoCards.pdf>

How to Choose and Use a Car Seat

http://www.battycenter.com/b_car-seat-safety-how-to-choose-and-use-a-car-seat_099.htm

**Prenatal Parent Education and Parenting Skills Training Topic:
Immunizations**

Immunization record

Here are the recommended ages for when a child should get shots. But if your child missed any, ask your child's health-care provider about catch-up shots. Also ask about other shots for children at higher risk—for example, due to a chronic illness or travel.

CHILD'S AGE	SHOT
Birth	Hep B (hepatitis B)
1-2 months	Hep B
2 months	DTaP (diphtheria, tetanus and pertussis) IPV (polio) Hib (Haemophilus influenzae type b) PCV (pneumococcal disease) Rota (rotavirus)
4 months	DTaP IPV Hep B (if needed) Hib PCV Rota
6 months	DTaP Hib (if needed) PCV Rota
6-18 months	Hep B IPV
6-59 months (yearly)	Influenza (flu) with 2 doses needed 1st year
12-15 months	Hib MMR (measles, mumps and rubella) PCV Var (chickenpox)
12-23 months	Hep A (hepatitis A)
15-18 months	DTaP
18+ months	Hep A at least 6 months after 1st dose
4-6 years (before starting school)	MMR DTaP IPV Var
11-12 years	MCV4 (meningococcal disease) Tdap (tetanus, diphtheria and pertussis) HPV (human papillomavirus) for females, with a 2nd dose in 2 months and a 3rd dose in 6 months
	Other:

30529, 33767, 34170, 35370 January 2007

Channing
Bete
COMPANY



Shots— For Your Child's Health

For additional copies, contact
Missouri Department of Health and Senior Services
P.O. Box 570
Jefferson City, MO 65102-0570
1-800-219-3224

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER
Services provided on a nondiscriminatory basis.
Alternative forms of this publication for persons with disabilities may be
obtained by contacting the office listed above. Hearing impaired
citizens telephone number 1-800-735-2566.

#875 04/07

Prenatal Parent Education and Parenting Skills Training Topic: Immunizations

Is your child's health at risk?

Yes—unless he or she
is protected with shots!

***Shots (immunizations) prevent
some serious illnesses that cause:***

- | | |
|----------------|----------------|
| ■ pain | ■ hearing loss |
| ■ fever | ■ blindness |
| ■ rashes | ■ crippling |
| ■ coughs | ■ brain damage |
| ■ sore throats | ■ death. |



Shots save lives!

Please read:

Talk to your health-care provider! This folder is not a substitute for the advice of a qualified health-care provider. • The photos in this folder are of models. The models have no relation to the issues presented.

Channing Bete Company®, Inc.
©2002, 2005 Channing Bete Company, Inc. All rights reserved. • Printed in USA.
Channing Bete Company, One Community Plaza, South Dartfield, MA 01343
To reorder call (800) 829-7733 or visit www.channing-bete.com
and ask for item number PS30525

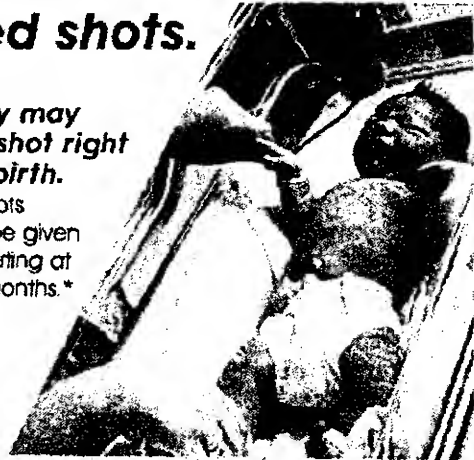
(12-05-E)

EveryReader®
Price List A

All babies need shots.

***A baby may
get 1 shot right
after birth.***

More shots
should be given
later, starting at
1 or 2 months.*



*Sometimes, 2 or more shots can be combined. Ask if combination shots are available.

***If a child did not
get shots as a baby,***

he or she should still get them.
Your child may need shots to go to:

- child care
- camp
- school.



***But don't wait until then.
Your child needs shots now!***

**Prenatal Parent Education and Parenting Skills Training Topic:
Immunizations**

Shots can hurt a little.

But they are worth it!



Ask your child's health-care provider what to expect after a shot.

Some side effects include:

- crankiness
- slight fever (see note)
- soreness or swelling where the shot was given.

Other problems are very rare.

Call your child's health-care provider right away if your child:

- has a high fever (see note)
- cries for more than 3 hours
- is hard to wake up
- has seizures
- goes limp or pale
- has other unusual symptoms.

Note: Call your health-care provider if your child is:

- under 3 months and has a rectal temperature of 100.4°F or higher
- 3-6 months and has a rectal temperature of 101°F or higher
- older than 6 months and has a rectal temperature of 102°F or higher.

Read the Vaccine Information Statement (VIS) for each shot your child gets. Your child's health-care provider is required to give you this statement.

Don't stop after 1 shot

Some shots must be given several times.

Make sure your child gets every dose! Even if your child feels a little sick, he or she can usually get a shot.

Ask about shots at each visit to your child's health-care provider.

Make an appointment for the next set of shots. Also, ask if your child—or any other member of your family—needs:

- "catch-up" shots (to make up for shots missed when he or she was younger)
- shots for those at higher risk, such as a yearly flu shot. (A nasal mist flu vaccine may be given to healthy people ages 5 to 49.)



**Prenatal Parent Education and Parenting Skills Training Topic:
Immunizations**

Keep track of all your child's shots.

Keep a record of all shots
your child gets. Bring it to each visit.
Keep the record in a safe place.

**You may need proof
your child has had shots**

before your child can go to child care
or school. Talk to your child's health-care
provider or local health department if:

- your child is in school
and hasn't had all needed shots
- you don't know which shots
your child has had.



Need help paying for shots?

**Your child may be able to
get shots and checkups at no cost**
—or at a very low cost.

For more information,
call your local:

- health department or clinic
- Social Security or Medicaid office.

Or contact the Centers for Disease Control
and Prevention:

- 1-800-CDC-INFO
(1-800-232-4636)
- 1-888-232-6348 (TTY)
- www.cdc.gov/nip.



Prenatal Parent Education and Parenting Skills Training Topic: Immunizations

Protect your child right from the start.

Immunization is the single most important way parents can protect their children against serious diseases.

If your child misses a shot, you don't need to start over, just go back to your child's doctor for the

	Birth	2 Months	4 Months	6 Months	12-15 Months	15-18 Months	19-23 Months	4-6 Years
Hepatitis B	✓	✓	✓	✓	✓			
Diphtheria, Tetanus, Pertussis (DTaP)			✓	✓	✓			
Haemophilus Influenzae B (Hib)		✓	✓	✓	✓			
Poliovirus (Polio)								
Pneumococcal Conjugate (PCV)		✓	✓	✓	✓			
Measles, Mumps, Rubella (MMR)					✓			
Varicella (Chickenpox)					✓			✓
Hepatitis A								
Rotavirus (RV)		✓	✓	✓				
Tetanus, Diphtheria, Pertussis (Tdap)								
Meningococcal Conjugate (MCV)								
Human Papillomavirus (HPV)								
Influenza								

Each flu season starting at 6 months.

Some of these vaccines may be given in combination, meaning fewer shots.

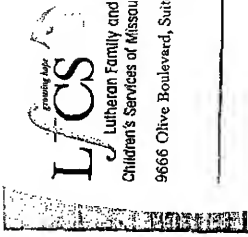
Children 6 months and older should get a flu vaccine every year. For more information, visit www.cdc.gov.

✓ Can be given as early as 12 months, if there is six months

Missouri's Immunization schedule is compatible with the current recommendations of the Advisory Committee on Immunization Practices (ACIP) of the Centers for Disease Control and Prevention (CDC), the American Academy of Pediatrics (AAP), and the Academy of Family Physicians (AAFP). For more information, please call the Missouri Department of Health and Senior Services' Immunizations Program at 800.219.3234 or visit www.mhi.state.mo.us.

®

Express



EXP 22 MAR '15 04:08:35



PURCHASING
301 WEST HIGH STREET, RM 630
JEFFERSON CITY MO 65101-1517

RFP30034901600477
End Date: March 29, 2016 2:00 PM

The World On Time



Medium

Align top of Peel & Stick Airbill or Airbill Label here.

Align bottom of Peel and Stick Airbill or Airbill Pouch here.